Department of Children & Youth

Licensing Inspection Full Report

All licensed early care and education programs are inspected at least once each year. Non-compliances are documented and grouped by risk level. Documenting statements, technical assistance provided and supplemental information may be included in this report. Licensing inspection reports from the previous three years can be viewed on the Department of Children & Youth website at https://childcaresearch.ohio.gov/ . This includes complaint investigation reports with substantiated allegations. For any other early care and education records, please contact the Family and Customer Support Center at 1-844-234-5437.

Program Details		
Program Name Little Hearts Learning Center	Program Number 2230027932	Program Type Child Care Center
Address 4285 Eastland land Square Dr Columbus OH 43232		County FRANKLIN

Inspection Information			
Inspection Type Annual	Inspection Scope Full	Inspection Method On-site Inspection	Inspection Notice Unannounced
Inspection Date 07/28/2026	Begin Time 10:00 AM	End Time 1:44 PM	Reviewer: AMY HILLARD

Summary of Findings			
No. Requirements Verified 67	No. Requirements with Non-compliances 19		No. Requirements Compliant 41
No. Serious Risk 0	No. Moderate Risk Findings 4	No. Other Non-compliance Findings 19	No. Technical Assistance Provided 2

License Capacity and Enrollment at the Time of Inspection				
Age Group	License Capacity	Enrollment		
	Totals	Full Time	Part Time	Total
Infant (Birth to < 18 m)		6	0	6
Young Toddler		6	0	6
Total Under 2 ½ Years	30	12	0	12
Older Toddler		0	0	0
Preschool		13	0	13
School Age		31	0	31
Total Capacity/Enrollment	49	44	0	56

Ohio Department of Children & Youth

Staff-Child Ratios at the Time of Inspection				
Group	**Age Group/Range**	**Ratio Observed**	**Compliance**	**Comment**
Infant	0 to < 12 months	1 to 5	In Compliance	9:30
Infant	0 to < 12 months	1 to 5	In Compliance	1:00PM
Preschool	3 years to < 4 years	1 to 4	In Compliance	9:30
Preschool	3 years to < 4 years	1 to 4	In Compliance	1:00PM
Schoolage	School-Age to < 11 years	0 to 10	Out of Compliance	10 children with no teacher from 9:30-10AM
Schoolage	School-Age to < 11 years	1 to 10	In Compliance	1:00PM
Toddler	18 months to < 30 months	1 to 4	In Compliance	9:30Am
Toddler	18 months to < 30 months	1 to 5	In Compliance	1:00PM

Summary of Non-Compliances

If a program disagrees with a licensing finding, the program may request a review of the finding(s). Ohio Administrative Code 5180:2-12-03, 5180:2-13-03, 5180:2-19-10 and 5180:2-20-02 detail the process for submitting a request for review. The request for review must be submitted within ten business days from the receipt of the licensing report. In addition, if the program is Step Up To Quality rated, the rating may be impacted if a serious or moderate risk non-compliance is cited.

Serious Risk Non-Compliances

A serious risk non-compliance is a licensing rule violation that has the potential to lead to a great risk of harm to a child and is observable and/or based on facts.

No serious risk non-compliances were observed during this inspection

Department of Children & Youth

Moderate Risk Non-Compliances

A moderate risk non-compliance is a licensing rule violation that has the potential to lead to a great risk of harm to a child and is observable and/or based on facts.

Domain: **01 Ratio & Supervision**

Rule: 5180:2-12-19 Supervision

Requirement: The program staff is required to supervise children in their assigned group by sight and hearing. Supervision includes being near enough to respond and reach children immediately and protecting them from harm.

Finding: During the inspection, it was determined that children were left unattended while inside the program.

The following was observed: The preschool and toddler groups were left unattended multiple times when the teachers left the classroom to do other tasks in the building. The schoolage group had no teacher and the children remained alone in the classroom from 9:30AM-10:00AM before a teacher arrived and again from 11:30-12 while lunch was prepared.

Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-09 Background Check Requirements

Requirement: The program is required to have all staff request background checks as required and receive a DCY 01176 or preliminary approval from DCY prior to allowing an individual to engage in assigned duties or be near children.

Finding: In review of the staff records, it was determined that background checks did not meet the requirements of the rule for the person(s) listed on the Employee Record Chart.

The following was observed: A completed DCY 1176 was not on file

Submit the program's corrective action plan, which includes a copy of the DCY 01176, or a copy of the preliminary approval or a statement that the individual(s) are no longer engaged in assigned duties and are not near children until the preliminary approval has been received, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-09 Background Check Requirements

Requirement: The program is required to have documentation from DCY, indicating the individual is eligible to be employed in child care, on file before allowing the staff to have sole responsibility of children.

Finding: During the inspection, it was determined that child care staff member(s) had sole responsibility of children in the preschool, infant, and schoolage group(s) and neither a preliminary approval nor the DCY 01176 "Program Notification of Background Check Review for Child Care" were on file as required.

Submit the program's corrective action plan, which includes a copy of the DCY 01176 or a statement that the child care staff member(s) no longer have sole responsibility of children, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **09 Children's Files**

Rule: 5180:2-12-25 2026 Medication Documentation

Requirement: The program is required to obtain parent permission and retain current documentation to administer medications. The program is required to administer medication only if it has the prescription label attached or had written instructions from a licensed physician. The program is also required to have each medication to be administered stored in its original container.

Finding: During the inspection, it was determined the program did not meet the requirement(s) for administering a medication or medical food or a prescription topical product to a child.

The following was observed: There was no written parent permission on file for a medication (Tylenol) that was at the program to be given to a child

Submit the program's corrective action plan, which includes the completed written parent permission for each child needed, record of medication administration, verification that the prescription label is now attached, and/or verification that the medication or product is now in its original container, and a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Other Non-Compliances

This section includes other rule violations that are observable and/or based on facts.

Domain: **01 Ratio & Supervision**

Rule: 5180:2-12-18 Attendance Records

Requirement: The program is required to maintain a record of the arrival and departure of each child. The program is also required to retain the original attendance record at the center for a period of one year.

Finding: During the inspection, it was determined the program did not meet the requirements for keeping an attendance record.

The following was observed: Child Care Staff Members were not observed to be recording the attendance for each child upon arrival and documenting each child's departure, and the attendance sheets did not remain with the group.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-12-13 Handwashing Requirements

Requirement: The program is required to have all staff and children wash their hands as outlined in rule.

Finding: During the inspection, it was determined that handwashing requirements were not followed as required in rule.

The following was observed: A child care staff member did not wash her hands after changing a diaper in the toddler classroom.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **03 Postings & Equipment**

Rule: 5180:2-12-16 Emergency Postings

Requirement: The program is required to post the fire and weather plans.

Finding: During the inspection, it was determined that the fire and/or weather alert plans did not meet the requirement of the rule.

The following was observed: The required fire/weather emergency plan and diagram was not posted in the preschool classroom as required.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **03 Postings & Equipment**

Rule: 5180:2-12-16 Emergency Postings

Requirement: The program is required to post emergency phone numbers.

Finding: "During the inspection, it was determined that emergency phone numbers were not posted, readily in view in each classroom and other spaces used by the children.

The following was observed: the required emergency numbers were not posted in the preschool classroom as required.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule."

Corrective Action Plan Due: 08/27/2026

Domain: **03 Postings & Equipment**

Rule: 5180:2-12-17 Materials and Equipment

Requirement: The program is required to have enough equipment for all children in care.

Finding: During the inspection, it was determined that equipment and materials in the following categories were not provided in sufficient quantities for children in the Infant, preschool, and toddler classroom, as required: Infant classroom missing manipulatives, language/auditory, transportation, and sensory equipment. Preschool classroom missing manipulatives, dramatic play, and sensory materials. Toddler classroom missing art, manipulatives, blocks, science and nature equipment, and sensory materials.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of the rule.

Corrective Action Plan Due: 08/27/2026

Domain: **03 Postings & Equipment**

Rule: 5180:2-12-17 Materials and Equipment

Requirement: The program is required to provide equipment appropriate for the children in the program in sufficient quantities that all children can be actively involved. Play materials must be accessible to the children and arranged in an orderly manner.

Finding: During the inspection, it was determined that equipment, materials and furnishings provided for indoor and outdoor play did not meet the requirement of the rule.

The following was observed: In the schoolage classroom there were not sufficient materials for all children to be actively engaged and using materials. Books, worksheets, pencils and two counters were the only materials accessible to the children in the classroom.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of the rule.

Corrective Action Plan Due: 08/27/2026

Domain: **03 Postings & Equipment**

Rule: 5180:2-12-17 Daily Schedule

Requirement: The program is required to have the daily program schedule posted in all required areas.

Finding: During the inspection, it was determined that a copy of the daily program schedule was not posted in the preschool area as required. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **04 Indoor/Outdoor Space**

Rule: 5180:2-12-11 Outdoor Space Requirements

Requirement: The program is required to have an outdoor play space free from immediate risk.

Finding: During the inspection, it was determined that an outdoor play area was used which was not protected from traffic and other hazards by a fence in good condition, or other barrier. Although the fence or natural barrier was not meeting the rule requirements, it was determined to not present an immediate risk for a child to be able to leave the playground. The fence or gate was not in good condition and/or being used inappropriately.

The following was observed: There were broken slats on the fence.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **05 Health & Safety**

Rule: 5180:2-12-16 First Aid/Standard Precautions

Requirement: The program is required to have a first aid kit onsite.

Finding: During the inspection, it was determined first aid kit(s) at the program had missing items that are required by this rule to be contained in a first aid kit.

The following was observed: The first aid kit did not have first aid tape, and non-latex gloves as required

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-12-23 2026 Diapering and Toilet Training - Supplies

Requirement: The program is required to launder diapers according to manufacturer's guidelines.

Finding: During the inspection, it was determined that the program was not storing or laundering soiled diapers or clothing according to the rule, in that the program did not meet the following condition(s): disposable diapers were not placed in a trash can with a lid (lid broken/missing in the toddler classroom).

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-12-23 Infant Daily Care

Requirement: The program staff is required to hold infants or have the infant sitting up while feeding. The program staff may not place an infant in a crib with a bottle.

Finding: During the inspection, it was determined that the program did not meet the requirements for bottle feeding.

The following was observed: children were given bottles while in the cribs.

Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-12-20 Cribs - Safe Environment and Practices

Requirement: The program is required to provide a safe and sufficient barrier to separate the play and sleeping space.

Finding: During the inspection, it was determined that the barrier between the play and sleeping space did not meet the requirements.

The following was observed: the barrier had an open section and did not prevent the children from going into and playing in the crib area.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-12-20 Cribs - Safe Environment and Practices

Requirement: The program is required to label all cribs.

Finding: During the inspection, it was determined that at least one crib was not labeled with the child's name, as required by this rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule. (The cribs were not labeled and were being used for more than one child, with the sheets not being cleaned in between use.)

Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-12-20 Cribs - Placement

Requirement: The program is required to space cribs two feet apart when in use.

Finding: During the inspection, it was determined that cribs were not two feet apart when in use, as required by this rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**

Rule: 5180:2-12-23 2026 Diapering and Toilet Training - Supplies

Requirement: The program staff is required to use and discard a separation material between each diaper change.

Finding: During the inspection, it was determined that the staff did not use a separation material between each diaper change in the toddler classroom, as required by the rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-10 Health Training Requirements

Requirement: The program is required to have all child care staff members complete training in child abuse and neglect recognition and prevention within sixty days of hire. Staff must complete training in first aid and CPR within the first ninety days of hire.

Finding: In review of the staff records, it was determined that at least one child care staff member had not completed required health and safety training.

The following was observed: 4 of 13 staff did not have a current completed Child Abuse training on file

Refer to the Employee Record Chart for the name(s) of the child care staff member(s) who must complete the required health and safety training(s). Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-10 Professional Development Requirements

Requirement: The program is required to ensure child care staff members, including substitutes used more than ninety days annually, obtain at least 6 hours of professional development each state fiscal year.

Finding: In review of the staff records, it was determined that at least one child care staff member did not meet the annual professional development requirement.

The following was observed: 4 of 13 staff did not have documentation of completing 6 hours of PD annually as required

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-08 Staff Immunization Records

Requirement: The program is required to have every employee provide immunization records.

Finding: In review of the staff records, it was determined that the immunization records for 3 of 13 employees, including child care staff members, did not meet the requirement.

The following was observed: 3 of 13 staff did not have immunization records on file as required

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-08 Staff TB Screening Requirements

Requirement: The program is required to have every employee provide evidence of tuberculois (TB) screening prior to the first day of employment.

Finding: In review of the staff records, it was determined that the tuberculosis (TB) screening for 3 of 13 employees, including child care staff members, did not meet the requirement.

The following was observed: documentation of TB screening was not on file for 2 of 13 employees

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **09 Children's Files**

Rule: 5180:2-12-15 Child Enrollment Records

Requirement: The program is required to have a completed and updated DCY 01234 "Child Enrollment and Health Information For Child Care" or equivalent form on file for each child enrolled.

Finding: In review of 25% of the children's records, it was determined that information had not been secured from the parent/guardian on the DCY 01234 "Child Enrollment Form for Early Care and Education Programs" or equivalent form as required.

The following was observed as missing: enrollment forms were not updated or signed by the administrator as required.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **01 Ratio & Supervision**
Rule: 5180:2-12-18 Attendance Records
Requirement:The program is required to maintain a record of the arrival and departure of each child. The program is also required to retain the original attendance record at the center for a period of one year.
Findings:During the inspection, it was determined the program did not meet the requirements for keeping an attendance record.
The following was observed: Child Care Staff Members were not observed to be recording the attendance for each child upon arrival and documenting each child's departure, and the attendance sheets did not remain with the group.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-12-13 Handwashing Requirements
Requirement:The program is required to have all staff and children wash their hands as outlined in rule.
Findings:During the inspection, it was determined that handwashing requirements were not followed as required in rule.

The following was observed: A child care staff member did not wash her hands after changing a diaper in the toddler classroom.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 08/27/2026

Domain: **03 Postings & Equipment**
Rule: 5180:2-12-17 Materials and Equipment
Requirement:The program is required to provide equipment appropriate for the children in the program in sufficient quantities that all children can be actively involved. Play materials must be accessible to the children and arranged in an orderly manner.
Findings:During the inspection, it was determined that equipment, materials and furnishings provided for indoor and outdoor play did not meet the requirement of the rule.
The following was observed: In the schoolage classroom there were not sufficient materials for all children to be actively engaged and using materials. Books, worksheets, pencils and two counters were the only materials accessible to the children in the classroom.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of the rule.
Corrective Action Plan Due: 08/27/2026

Domain: **03 Postings & Equipment**
Rule: 5180:2-12-17 Materials and Equipment
Requirement:The program is required to have enough equipment for all children in care.
Findings:During the inspection, it was determined that equipment and materials in the following categories were not provided in sufficient quantities for children in the Infant, preschool, and toddler classroom, as required: Infant classroom missing manipulatives, language/auditory, transportation, and sensory equipment. Preschool classroom missing manipulatives, dramatic play, and sensory materials. Toddler classroom missing art, manipulatives, blocks, science and nature equipment, and sensory materials.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of the rule.
Corrective Action Plan Due: 08/27/2026

Domain: **03 Postings & Equipment**
Rule: 5180:2-12-17 Daily Schedule
Requirement:The program is required to have the daily program schedule posted in all required areas.
Findings:During the inspection, it was determined that a copy of the daily program schedule was not posted in the preschool area as required. Submit the program’s corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **03 Postings & Equipment**
Rule: 5180:2-12-16 Emergency Postings
Requirement:The program is required to post the fire and weather plans.
Findings:During the inspection, it was determined that the fire and/or weather alert plans did not meet the requirement of the rule.

The following was observed: The required fire/weather emergency plan and diagram was not posted in the preschool classroom as required.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **03 Postings & Equipment**
Rule: 5180:2-12-16 Emergency Postings
Requirement:The program is required to post emergency phone numbers.
Findings:"During the inspection, it was determined that emergency phone numbers were not posted, readily in view in each classroom and other spaces used by the children.
The following was observed: the required emergency numbers were not posted in the preschool classroom as required.
Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule."
Corrective Action Plan Due: 08/27/2026

Domain: **04 Indoor/Outdoor Space**
Rule: 5180:2-12-11 Outdoor Space Requirements
Requirement:The program is required to have an outdoor play space free from immediate risk.
Findings:During the inspection, it was determined that an outdoor play area was used which was not protected from traffic and other hazards by a fence in good condition, or other barrier. Although the fence or natural barrier was not meeting the rule requirements, it was determined to not present an immediate risk for a child to be able to leave the playground. The fence or gate was not in good condition and/or being used inappropriately.

The following was observed: There were broken slats on the fence.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **05 Health & Safety**
Rule: 5180:2-12-16 First Aid/Standard Precautions
Requirement:The program is required to have a first aid kit onsite.
Findings:During the inspection, it was determined first aid kit(s) at the program had missing items that are required by this rule to be contained in a first aid kit.

The following was observed: The first aid kit did not have first aid tape, and non-latex gloves as required

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-12-23 2026 Diapering and Toilet Training - Supplies
Requirement:The program staff is required to use and discard a separation material between each diaper change.
Findings:During the inspection, it was determined that the staff did not use a separation material between each diaper change in the toddler classroom, as required by the rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-12-20 Cribs - Placement
Requirement:The program is required to space cribs two feet apart when in use.
Findings:During the inspection, it was determined that cribs were not two feet apart when in use, as required by this rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-12-23 Infant Daily Care
Requirement:The program staff is required to hold infants or have the infant sitting up while feeding. The program staff may not place an infant in a crib with a bottle.
Findings:During the inspection, it was determined that the program did not meet the requirements for bottle feeding. The following was observed: children were given bottles while in the cribs.

Provide staff training. Submit the program's corrective action plan, which includes a statement that training was provided, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-12-20 Cribs - Safe Environment and Practices
Requirement:The program is required to label all cribs.
Findings:During the inspection, it was determined that at least one crib was not labeled with the child's name, as required by this rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule. (The cribs were not labeled and were being used for more than one child, with the sheets not being cleaned in between use.)
Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-12-20 Cribs - Safe Environment and Practices
Requirement:The program is required to provide a safe and sufficient barrier to separate the play and sleeping space.
Findings:During the inspection, it was determined that the barrier between the play and sleeping space did not meet the requirements.

The following was observed: the barrier had an open section and did not prevent the children from going into and playing in the crib area.
Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **07 Diapering & Infant Care**
Rule: 5180:2-12-23 2026 Diapering and Toilet Training - Supplies
Requirement:The program is required to launder diapers according to manufacturer's guidelines.
Findings:During the inspection, it was determined that the program was not storing or laundering soiled diapers or clothing according to the rule, in that the program did not meet the following condition(s): disposable diapers were not placed in a trash can with a lid (lid broken/missing in the toddler classroom).

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-09 Background Check Requirements
Requirement:The program is required to have all staff request background checks as required and receive a DCY 01176 or preliminary approval from DCY prior to allowing an individual to engage in assigned duties or be near children.
Findings:In review of the staff records, it was determined that background checks did not meet the requirements of the rule for the person(s) listed on the Employee Record Chart.

The following was observed: A completed DCY 1176 was not on file

Submit the program's corrective action plan, which includes a copy of the DCY 01176, or a copy of the preliminary approval or a statement that the individual(s) are no longer engaged in assigned duties and are not near children until the preliminary approval has been received, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-09 Background Check Requirements
Requirement:The program is required to have documentation from DCY, indicating the individual is eligible to be employed in child care, on file before allowing the staff to have sole responsibility of children.
Findings:During the inspection, it was determined that child care staff member(s) had sole responsibility of children in the preschool, infant, and schoolage group(s) and neither a preliminary approval nor the DCY 01176 "Program Notification of Background Check Review for Child Care" were on file as required.
Submit the program's corrective action plan, which includes a copy of the DCY 01176 or a statement that the child care staff member(s) no longer have sole responsibility of children, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-10 Health Training Requirements
Requirement:The program is required to have all child care staff members complete training in child abuse and neglect recognition and prevention within sixty days of hire. Staff must complete training in first aid and CPR within the first ninety days of hire.
Findings:In review of the staff records, it was determined that at least one child care staff member had not completed required health and safety training.

The following was observed: 4 of 13 staff did not have a current completed Child Abuse training on file

Refer to the Employee Record Chart for the name(s) of the child care staff member(s) who must complete the required health and safety training(s). Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-10 Professional Development Requirements
Requirement:The program is required to ensure child care staff members, including substitutes used more than ninety days annually, obtain at least 6 hours of professional development each state fiscal year.
Findings:In review of the staff records, it was determined that at least one child care staff member did not meet the annual professional development requirement.
The following was observed: 4 of 13 staff did not have documentation of completing 6 hours of PD annually as required

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-08 Staff Immunization Records
Requirement:The program is required to have every employee provide immunization records.
Findings:In review of the staff records, it was determined that the immunization records for 3 of 13 employees, including child care staff members, did not meet the requirement.
The following was observed: 3 of 13 staff did not have immunization records on file as required
Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-08 Staff TB Screening Requirements

Requirement:The program is required to have every employee provide evidence of tuberculois (TB) screening prior to the first day of employment.
Findings:In review of the staff records, it was determined that the tuberculosis (TB) screening for 3 of 13 employees, including child care staff members, did not meet the requirement.
The following was observed: documentation of TB screening was not on file for 2 of 13 employees
Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **09 Children's Files**
Rule: 5180:2-12-15 Child Enrollment Records
Requirement:The program is required to have a completed and updated DCY 01234 "Child Enrollment and Health Information For Child Care" or equivalent form on file for each child enrolled.
Findings:In review of 25% of the children's records, it was determined that information had not been secured from the parent/guardian on the DCY 01234 “Child Enrollment Form for Early Care and Education Programs” or equivalent form as required.

The following was observed as missing: enrollment forms were not updated or signed by the administrator as required.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Domain: **09 Children's Files**
Rule: 5180:2-12-25 2026 Medication Documentation
Requirement:The program is required to obtain parent permission and retain current documentation to administer medications. The program is required to administer medication only if it has the prescription label attached or had written instructions from a licensed physician. The program is also required to have each medication to be administered stored in its original container.
Findings:During the inspection, it was determined the program did not meet the requirement(s) for administering a medication or medical food or a prescription topical product to a child.

The following was observed: There was no written parent permission on file for a medication (Tylenol) that was at the program to be given to a child

Submit the program’s corrective action plan, which includes the completed written parent permission for each child needed, record of medication administration, verification that the prescription label is now attached, and/or verification that the medication or product is now in its original container, and a statement that training was provided, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 08/27/2026

Technical Assistance Provided

This section documents technical assistance provided to the program when the program demonstrated an overall level of compliance with a rule requirement.

Domain: 08 Staff Files

Rule: 5180:2-12-08 Child Care Staff Member Educational Requirements

Requirement: The program staff is required to have educational verification on file at the program.

Findings: During the inspection, it was determined the employee's education document verifying completion of high school education is not complete or on file as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

Domain: 10 Written Policies & Procedures

Rule: 5180:2-12-07 Written Program Policies and Procedures

Requirement: The program's policies and procedures are required to include all topics outlined in rule.

Findings: During the inspection, it was determined the program's policies and procedures handbook does not contain all items as required. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections. A written response is not required at this time.

In Compliance/Not Verified/Previously Verified/Not Applicable

This section documents rule requirements that were assessed as fully compliant, previously verified, not verified during this inspection or not applicable to the program.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-18 License Capacity	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 License Visible	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-03 Inspection Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-04 Building Department Inspection	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Fire Inspection	Compliant	Documenting Statement: Although the program had documentation of a current

		fire inspection without any uncorrected violations at the time of the licensing inspection, the program did not have the fire inspection completed within 12 months from the date of the last fire inspection without any uncorrected violations. Please ensure that fire inspections are completed in accordance with the rule requirements.

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Food Service Requirements	Compliant	Documenting Statement: The food service license was observed posted. Following is the audit number and date of expiration: 0033302, 3/1/27.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-05 Denial, Revocation and Suspension	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-07 Administrator Qualifications	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-07 Administrator Responsibilities/Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-08 Orientation Training & Whistle Blower Protection	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-11 Indoor Space Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-11 Outdoor Play Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-11 Outdoor Play Fall Zones	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-12 Safe Equipment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-12 Safe Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-13 Sanitary Equipment and Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-13 Smoke Free Environment	Compliant	Documenting Statement: A notice was observed posted stating that smoking is prohibited at the program.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation and Field Trip Procedures	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation - Driver Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-14 Transportation - Vehicle Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-16 Management of Communicable Disease	Compliant	Documenting Statement: The DCY 08087 "Communicable Disease Chart" was posted and was readily available to staff and parents.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 Incident/Injury Reporting	Compliant	

Rule	Status	Documenting Statement(s), If applicable

Rule: 5180:2-12-15 Child Health Care Plans	Compliant	Documenting Statement: At the time of the inspection, there were no children currently enrolled who had health conditions.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 Emergency Preparedness and Response Plan	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-17 Daily Outdoor Play	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-18 Ratio	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-18 Group Size	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-19 Child Guidance	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-22 Meal Preparation and Nutritional Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-21 Evening and Overnight Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-23 Infant Bottle and Food Preparation	Compliant	Documenting Statement: All bottles were labeled as required.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-22 Fluid Milk Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180:2-12-22 Safe Food Handling/Storage	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-24 Swimming and Water Safety Requirements	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-16 Emergency Drills	Compliant	Documenting Statement: Documentation for completed fire, weather, and emergency/lockdown drills was verified during this inspection.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-21 Mobile Preschools	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 Current Information	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-02 Amendments to the License	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-15 Child Immunization Records	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-15 Child Record Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Equipment and Environment	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-22 Specialized Diets	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 Diapering and Toilet Training - Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-25 2026 Medication Administration Practices	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-25 2026 Medication Storage	Compliant	