Department of Children & Youth

In-Home Aide Inspection Full Report

Certified in-home aide (IHA) programs are inspected at least once each year. Non-compliances are documented in the inspection report, which may also include documenting statements and supplemental information. Inspection reports can be viewed on the child care website at http://jfs.ohio.gov/CDC/Childcare.stm. This includes complaint investigation reports with substantiated allegations. For any other child care records, please contact the Child Care Help Desk at 1-877-302-2347, option 4.

Program Details			
Program Name Niyla's Clubhouse	Program Number 2230029025	Program Type In-Home Aide	County BUTLER

Inspection Information			
Inspection Type: Annual		Inspection Scope: Full	Inspection Notice: Unannounced
Reviewer: Kristin Gray	Visit Date: 11/06/2025	Begin Time: 10:37 AM	End Time: 11:22 AM

Summary of Findings	
Number of Rules Verified 33	Number of Rules with Non-Compliances 6

Enrollment at the Time of Inspection	
Age Group	**Total**
Infant (Birth to < 18 m)	0
Young Toddler	0
Older Toddler	1
Preschool	0
School Age	1
Total Enrollment	**2**

Staff-Child Ratios at the Time of Inspection			
Group	**Age Group/Range**	**Ratio Observed**	**Comment**
Niyla	Mixed Age Group	1 to 0	

Summary of Non-Compliances

If a program disagrees with a noncompliance finding, the program may request a review of the finding(s). Ohio Administrative Code 5180:2-14-02 details the process for submitting a request for review. The request for review must be submitted within 15 calendar days from the receipt of the inspection report.

Domain: 000 Certification and Requirements

Rule: 5180:2-14-03 Health Trainings and Professional Development Requirements
Code: The IHA is required to complete at least six clock hours of training annually. Professional Development training must meet the requirements in appendix B of this rule.

Findings: In review of records, it was determined the IHA did not meet the annual professional development requirement as noted in number(s) 1:

1. The IHA had not completed at least six hours of professional development.
2. Documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.

3. Training topic did not meet the requirements listed in appendix A of this rule.
4. Documentation of training did not meet the requirements of this rule.
5. Other [ ].

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 12/06/2025

Domain: 000 Certification and Requirements

Rule: 5180:2-14-03 Health Trainings and Professional Development Requirements
Code: The IHA is required to meet the health training requirements.

Findings: In review of records, it was determined the IHA did not have current valid documentation for training(s) listed in number(s) 15 below:

1. First Aid - expired training.
2. First Aid - did not have verification of the completion of First Aid training.
3. First Aid - training taken did not include all age groups and developmental levels of all children in care.
4. First Aid - documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.
5. CPR - expired training.
6. CPR - had not taken CPR training.
7. CPR - did not have verification of the completion of CPR training.
8. CPR - training taken did not include all age groups and developmental levels of all children in care.
9. CPR - documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.
10. CPR- audiovisual or electronic media training taken did not include an in-person component of the training.
11. Communicable Disease - expired training.
12. Communicable Disease - had not taken CD training.
13. Communicable Disease - did not have verification of the completion of full CD training.
14. Communicable Disease - documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.
15. Child Abuse - expired training
16. Child Abuse - had not taken Child Abuse training
17. Child Abuse - documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule

Submit the documentation of current certification with a corrective action plan to verify compliance with the requirement of the rule.

Corrective Action Plan Due: 12/06/2025

Domain: 002 Safe & Sanitary

Rule: 5180:2-14-05 Safe and Sanitary Environment
Code: The IHA is to provide a safe environment in the home when children are present.

Findings: During the inspection, it was determined that children were not protected from the following item(s) or condition(s) which may threaten their safety as noted in the following number(s) 1 and 5 below:

1. Surge protectors/outlets did not have childproof receptacle covers.
2. Toys or other items small enough to be swallowed were present in the space where infants and/or toddlers were in care.
3. The platform provided for the sink or toilet was not sturdy.
4. The platform provided for the sink or toilet posed a safety hazard in that [ ].
5. Other- can of margarita in bottom shelf.

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 12/06/2025

Domain: 002 Safe & Sanitary

Rule: 5180:2-14-05 First Aid Kit/Standard Precautions
Code: The IHA is required to meet the requirements for first aid kits.

Findings: During the inspection, it was determined that the IHA did not have a first aid kit [onsite/ on the vehicle/ on a field trip] as required, that included all items listed in the appendix C of the rule. The kit(s) were missing the item(s) or the item(s) were not replaced after use and/or expired listed in number(s) 7, 11, and 13 below:

1. One roll of first-aid tape.
2. Individually wrapped sterile squares in assorted sizes.
3. Sterile adhesive bandages in assorted sizes.
4.Tweezers.
5. Gauze rolled bandage.
6. Triangular bandage.
7. Rounded end scissors.
8. Tooth preservation system or fresh chilled liquid milk in which to transport a lost permanent tooth, including a written reference indicating location of the refrigerator/freezer where milk is stored if a tooth preservation system is not part of the first aid kit (for programs serving school age children only).
9. A working digital thermometer.
10. Disposable non-latex gloves.
11. A working flashlight.
12. An instant cold pack that has not been activated or ice, including a written reference indicating location of the refrigerator/freezer where the ice is stored if an instant cold pack is not part of the first aid kit.
13. Sealable leak-proof plastic bags in assorted sizes or double bagged plastic bags that can be securely tied for materials soiled with blood or bodily fluids.
14. Pocket mask or face shield, appropriate; for all ages of children in care, for cardiopulmonary resuscitation (CPR) administration.
15. Soap or waterless sanitizer (field trip or transporting away from the program only).
16. Bottled water (field trip or transporting away from the program only).

Correct the violation and submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 12/06/2025

Domain: 003 Health & Safety

Rule: 5180:2-14-07 Emergency Preparedness and Response Plan
Code: The IHA is required to have a completed written emergency preparedness and response plan.

Findings: During the inspection, it was determined the IHA's written emergency preparedness and response plan did not meet the requirement or was missing the information in number(s) - provider was not able to locate the emergency plan:

Procedures:
1. The written emergency preparedness and response plan had not been completed.
2. The plan was not dated.
3. The plan was not reviewed with the parent at least annually.
Procedures:
4. Weather emergencies and natural disasters which include severe thunderstorms, tornadoes, flash flooding, major snowfall, blizzards, ice storms or earthquakes
5. Emergency evacuations due to hazardous materials and spills, gas leaks or bomb threats including a designated safe site where children can safely remain when evacuated.
6. Outbreaks, epidemics or other infectious disease emergencies.
7. Loss of power, water or heat
8. Emergencies or disasters that occur during the transport of children or when on a field trip or routine trip.
9. Other threatening situations that may pose a health or safety hazard to the children.
10. Shelter in place, disasters or evacuation.
11. Emergency contact information for parents and the IHA.
12. Plan to contact and work with local emergency management officials.
13. The location of supplies.
14. Procedures for gathering necessary supplies for children.
15. Procedures for communicating with parents during loss of communication including loss of phone or internet service.
16. Procedures for assisting infants, toddlers, and children with special needs and/or health conditions.

Add the missing information to the emergency preparedness and response plan.
Submit a corrective action plan, which includes the missing information, to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 12/06/2025

Domain: 004 IHA Information

Rule: 5180:2-14-09 Vehicle Inspections
Code: The IHA is required to complete and document monthly vehicle inspections.

Findings: During the inspection, it was determined that the program had not [performed/documented] monthly inspections of vehicles used for transporting children. The monthly inspection needs to include the following:

1. A visual inspection of the tires for wear and tire pressure.
2. A visual inspection of headlights, taillights, signals, mirrors, wiper blades, and dash gauges.
3. An inspection for properly functioning child and driver restraints.
4. An inspection for properly functioning doors and windows.
5. An inspection for, and cleaning of, debris from the inside of the vehicle.
6. Other - provider's car is in the shop- stated inspections were in the car.

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 12/06/2025

Domain: 005 Children's Files

Department of Children & Youth

Rule: 5180:2-14-06 Child Enrollment and Medical Requirements
Code: The IHA is required to have a completed medical on file for each child.

Findings: n review of of the children's records, it was determined that completed medical statements were not on file, as required, for children listed on the JFS Children's Record Review For Child Care as indicated in number(s) 1 below:

1. No medical was on file for at least one child.
2. Medical(s) on file was not updated every 13 months.
3. Medical(s) were missing child's name and date of birth.
4. Medical(s) were missing the date of the medical examination.
5. The date of the exam was more than 13 months prior to the date the form was signed.
6. Medical(s) were missing a statement that the child has been examined and is in suitable condition for participation in group care.
7. Medical(s) were missing the signature, business address and telephone number of the physician, physician's assistant(PA), advance practice nurse (APN) or certified nurse practitioner (CNP) who examined the child.
8. Medical(s) were missing a record of immunizations the child has had specifying month, day and year of the immunization.
9. Medical(s) were missing a statement from the physician, PA, APN, or CNP that the child has been immunized or is in the process of being immunized against the diseases required by division 5104.014 of the Revised Code and found in appendix A to this rule.
10. Medical(s) were missing a statement from the child's parent or guardian that he or she has declined to have the child immunized against the disease for reasons of conscience, including religious convictions.
11. Other [ ].

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 12/06/2025

Domain: 005 Children's Files

Rule: 5180:2-14-06 Child Enrollment and Medical Requirements
Code: The IHA is required to have a completed JFS 01234 "Child Enrollment and Health Information for Child Care" on file on the premises for each child.

Findings: In review of the children's records, it was determined that information had not been secured from the parent/guardian on the JFS 01234 "Child Enrollment and Health Information For Child Care", as required, for the items in number(s) 1 below:

1. No enrollment form was completed for at least one child.
2. The current JFS 01234 was not completed for at least one child .
3. Complete child information.
4. Complete parent information.
5. Complete emergency contact information.
6. Complete physician information.
7. Information regarding the parent list.
8. Health information.
9. Additional information for all boxes checked "yes".
10. Emergency transportation information.
11. Parent/guardian's signature .
12. Diapering Statement.
13. Acknowledgement of Policies and Procedures.
14. Enrollment form for at least one child was not updated by either the parent or the IHA.
15. Enrollment form for at least one child was not signed by the IHA.

16. Other [ ].

Submit a corrective action plan to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 12/06/2025

Rules In-Compliance/Not Verified

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-02 In-Home Aide Application and Approvals	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-02 In-Home Aide Qualifications	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-02 In-Home Aide Responsibilities	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-04 Background Checks	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-05 Handwashing	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-05 Communicable Diseases	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-05 Swimming Permission	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-05 Pets	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-07 Incident/Injury	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-06 Health Conditions	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-06 Child Record Retention and Confidentiality	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180:2-14-07 Medical, Dental, and General Emergency Requirements/Drills	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-08 Supervision	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-08 Ratio and Group Size	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-08 Child Guidance	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-08 Child Abuse and Neglect Reporting	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-09 Requirements for Field Trip Safety	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-09 IHA Driver Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-10 Sleeping and Napping Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-10 Crib and Playpen Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-12 Medication Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-10 Evening and Overnight Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-11 Meals and Snacks	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-13 Infant Daily Care	Compliant	

Rule	Status	Documenting Statement(s), If applicable

5180:2-14-13 Infant Bottle and Food Preparation	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-14-13 Diapering	Compliant	