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 Massillon Family YMCA @ Perry High School	Program Number 2240029435	Program Type Child Care Center
Address 3737 13 Street SW Massillon OH 44646		County STARK

Inspection Information			
Inspection Type Annual	Inspection Scope Full	Inspection Method On-site Inspection	Inspection Notice Unannounced
Inspection Date 07/30/2026	Begin Time 9:59 AM	End Time 4:30 PM	Reviewer: MICHELE FAKAN

Summary of Findings			
No. Requirements Verified 67	No. Requirements with Non-compliances 7		No. Requirements Compliant 45
No. Serious Risk 0	No. Moderate Risk Findings 1	No. Other Non-compliance Findings 5	No. Technical Assistance Provided 4

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)		0	0	0
Young Toddler		0	0	0
Total Under 2 ½ Years	0	0	0	0
Older Toddler		0	0	0
Preschool		0	0	0
School Age		42	0	42
Total Capacity/Enrollment	80	42	0	42

Department of Children & Youth

Staff-Child Ratios at the Time of Inspection				
Group	**Age Group/Range**	**Ratio Observed**	**Compliance**	**Comment**
school age	School-Age to < 11 years	2 to 21	In Compliance	ratio 12:30 pm
school age	School-Age to < 11 years	2 to 21	In Compliance	ratio 9:50 am

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

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: **09 Children's Files**

Rule: 5180:2-12-15 Child Health Care Plans

Requirement: The program is required to have a completed DCY 01236 or equivalent form on file at the program for any child having a health condition and must implement and/or follow instructions on the plan. The program is required to have staff trained to perform the procedures on the form present at the program when the child requiring

the procedure is onsite. Only staff who have been trained shall be permitted to perform the procedures listed on the form.

Finding: In review of the children's records, it was determined the program did not meet the requirements for caring for at least one child, indicated on the Children's Records Review, with a condition that requires a DCY 01236 ""Health Care Plan Documentation & Permission to Administer Medication"" or equivalent form.

The following was observed:

Plans were missing dated parent signatures.

Several plans did not have trained staff onsite.

On several occasions plans included untrained CCSM had administered medications.

Medication was not available for all plans, and no backup instructions were included on the plan.

One child had a second allergy and there was no plan for this allergy.

One child had a tree not allergy and there was no plan or medication onsite.

Provide staff training. Submit the program's corrective action plan, which includes a copy of the completed DCY 01236 or equivalent form, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/03/2026

Other Non-Compliances

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

Domain: **05 Health & Safety**

Rule: 5180:2-12-16 Emergency Drills

Requirement: The program is required to complete fire drills, weather drills, and emergency/lockdown drills appropriately.

Finding: During the inspection, it was determined that the required drills were not completed.

The following was observed as not being complete: No fire, tornado or Lockdown drills were completed and documented this calendar year.

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

Corrective Action Plan Due: 09/03/2026

Domain: **08 Staff Files**

Rule: 5180:2-12-07 Administrator Qualifications

Requirement: The program is required to maintain a qualified administrator.

Finding: "During the inspection, it was determined that the program did not have a qualified administrator named on the license.

The following was observed: The license posted has not been updated since 2024. Technical assistance was previously provided. The administrator named this year, step down from the position on 6/19/2026. A new administrator was named but a change has not been initiated nor approved.

Submit additional documentation of education qualifications/experience as outlined in Appendix A of this rule, or a new individual must be appointed and documentation submitted. To name a new administrator, an administrator amendment must be submitted through the Ohio statewide licensing system.

Submit the program's corrective action plan, which includes documents to support qualifications for the newly requested administrator, to the Department to verify compliance with the requirements of this rule."

Corrective Action Plan Due: 09/03/2026

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: All CCSM did not complete the PD requirement.

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

Corrective Action Plan Due: 09/03/2026

Domain: **10 Written Policies & Procedures**

Rule: 5180:2-12-16 Emergency Preparedness and Response Plan

Requirement: The program is required to train child care staff members and employees on the EPRP annually and keep written documentation of the training on-site.

Finding: During the inspection, it was determined the program's emergency preparedness and response plan (EPRP) did not meet the requirement for training child care staff members and employees on the plan annually.

The following was observed: There was no documentation of EPRP training.

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

Corrective Action Plan Due: 09/03/2026

Domain: **10 Written Policies & Procedures**

Rule: 5180:2-12-16 Emergency Preparedness and Response Plan

Requirement: The program is required to have an emergency preparedness and response plan (EPRP).

Finding: During the inspection, it was determined the program's emergency preparedness and response plan (EPRP) did not meet the requirement or was missing the information.

The following was observed as missing:

Emergency numbers for medical, dental, and transport-related emergencies in addition to 9-1-1 including a non 911 phone number.

• Shelter-in-place or evacuation procedures, including how the program will care for and account for children until they can be reunited with a parent.

• A designated safe site where staff and children can safely remain when evacuated.

• Procedures for assisting children with special needs and/or health conditions.

• The location of supplies and procedures for gathering necessary supplies for staff and children if required to shelter in place.

• Making the plan available to all child care staff members and employees.

• Training of staff or reassignment of staff duties as appropriate.

• Updating the plan on a yearly basis.

• Contact with local emergency management officials.

Make the necessary revisions to the EPRP. Submit the program's corrective action plan, which includes the revised information, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/03/2026

Domain: **00 License & Approvals**
Rule: 5180:2-12-02 Amendments to the License
Requirement:The rule requires the program to request an administrator amendment, and submit qualifications for a new administrator, within thirty days of the change.
Findings:During the inspection, it was determined The program did not notify DCY of a change of administrator. Technical assistance was offered to support compliance. As discussed, please make the necessary corrections.

Domain: **00 License & Approvals**
Rule: 5180:2-12-02 Amendments to the License
Requirement:
Findings:During the inspection, the requirements of the rule regarding maintaining current information on the license in the Ohio statewide licensing system were discussed.

Domain: **05 Health & Safety**
Rule: 5180:2-12-16 Emergency Drills
Requirement:The program is required to complete fire drills, weather drills, and emergency/lockdown drills appropriately.
Findings:During the inspection, it was determined that the required drills were not completed.
The following was observed as not being complete: No fire, tornado or Lockdown drills were completed and documented this calendar year.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/03/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-07 Administrator Qualifications
Requirement:The program is required to maintain a qualified administrator.
Findings:"During the inspection, it was determined that the program did not have a qualified administrator named on the license.

The following was observed: The license posted has not been updated since 2024. Technical assistance was previously provided. The administrator named this year, step down from the position on 6/19/2026. A new administrator was named but a change has not been initiated nor approved.

Submit additional documentation of education qualifications/experience as outlined in Appendix A of this rule, or a new individual must be appointed and documentation submitted. To name a new administrator, an administrator amendment must be submitted through the Ohio statewide licensing system.
Submit the program's corrective action plan, which includes documents to support qualifications for the newly requested administrator, to the Department to verify compliance with the requirements of this rule."
Corrective Action Plan Due: 09/03/2026

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: All CCSM did not complete the PD requirement.

Submit the program’s corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/03/2026

Domain: **09 Children's Files**
Rule: 5180:2-12-15 Child Health Care Plans
Requirement:The program is required to have a completed DCY 01236 or equivalent form on file at the program for any child having a health condition and must implement and/or follow instructions on the plan. The program is required to have staff trained to perform the procedures on the form present at the program when the child requiring the procedure is onsite. Only staff who have been trained shall be permitted to perform the procedures listed on the form.
Findings:In review of the children’s records, it was determined the program did not meet the requirements for caring for at least one child, indicated on the Children's Records Review, with a condition that requires a DCY 01236 ""Health Care Plan Documentation & Permission to Administer Medication"" or equivalent form.

The following was observed:
Plans were missing dated parent signatures.
Several plans did not have trained staff onsite.
On several occasions plans included untrained CCSM had administered medications.

Medication was not available for all plans, and no backup instructions were included on the plan.
One child had a second allergy and there was no plan for this allergy.
One child had a tree not allergy and there was no plan or medication onsite.

Provide staff training. Submit the program's corrective action plan, which includes a copy of the completed DCY 01236 or equivalent form, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 09/03/2026

Domain: **10 Written Policies & Procedures**
Rule: 5180:2-12-16 Emergency Preparedness and Response Plan
Requirement:The program is required to train child care staff members and employees on the EPRP annually and keep written documentation of the training on-site.
Findings:During the inspection, it was determined the program's emergency preparedness and response plan (EPRP) did not meet the requirement for training child care staff members and employees on the plan annually.
The following was observed: There was no documentation of EPRP training.
Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule
Corrective Action Plan Due: 09/03/2026

Domain: **10 Written Policies & Procedures**
Rule: 5180:2-12-16 Emergency Preparedness and Response Plan
Requirement:The program is required to have an emergency preparedness and response plan (EPRP).
Findings:During the inspection, it was determined the program's emergency preparedness and response plan (EPRP) did not meet the requirement or was missing the information.

The following was observed as missing:

Emergency numbers for medical, dental, and transport-related emergencies in addition to 9-1-1 including a non 911 phone number.
• Shelter-in-place or evacuation procedures, including how the program will care for and account for children until they can be reunited with a parent.
• A designated safe site where staff and children can safely remain when evacuated.
• Procedures for assisting children with special needs and/or health conditions.
• The location of supplies and procedures for gathering necessary supplies for staff and children if required to shelter in place.
• Making the plan available to all child care staff members and employees.
• Training of staff or reassignment of staff duties as appropriate.
• Updating the plan on a yearly basis.
• Contact with local emergency management officials.

Make the necessary revisions to the EPRP. Submit the program's corrective action plan, which includes the revised information, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 09/03/2026

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: 5180:2-12-07 Administrator Responsibilities/Requirements

Requirement: The administrator is responsible for maintaining the program's daily operations.

Findings: During the inspection, it was determined the administrator was not the individual responsible for maintaining the program's daily operations, or did not delegate responsibilities, 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.

Requirement: The program is required to maintain documentation onsite at the program for each employee.

Findings: During the inspection, it was determined there is no employee's file were maintained on-site as required; Files were kept electronically but the school did not have internet during the summer. The documentation required to be maintained on file has been previously assessed 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: 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: During the inspection, it was determined staff have not completed health and safety training(s) 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: 09 Children's Files

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

Requirement:

Findings: During the inspection, the requirements of the rule regarding administering medication, topical products and medical foods were discussed.

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
5180:2-12-03 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: This program serves only school age children in a public or chartered non-public school building.

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-04 Food Service Requirements	Compliant	

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

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-08 Child Care Staff Member Educational 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
5180:2-12-09 Background Check Requirements	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 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	Compliant	

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
5180:2-12-13 Handwashing Requirements	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-13 Smoke Free Environment	Compliant	

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

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 Management of Communicable Disease	Compliant	

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

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

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-17 Materials and Equipment	Compliant	

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

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-18 Ratio	Compliant	Documenting Statement: The Appendix A "Staff/Child Ratios, Age Grouping and Maximum Group Size" was posted in a noticeable area at the program as required.

Rule: 5180:2-12-18 Ratio	Compliant	Documenting Statement: Staff/child ratios observed during the inspection were in compliance.

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 Supervision	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-18 Attendance Records	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	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 Infant Bottle and Food Preparation	Not Applicable	

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

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 Infant Daily Care	Not Applicable	

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	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-16 Emergency Postings	Compliant	

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

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-08 Staff Immunization Records	Compliant	

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

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Practices	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-15 Child Immunization Records	Compliant	Documenting Statement: At the time of the inspection, child immunization records for the children were not needed as all children enrolled attended a grade of kindergarten or above in an elementary school.

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

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

Rule	Status	Documenting Statement(s), If applicable

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

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cots and Napping - Equipment and Environment	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cribs - Safe Environment and Practices	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-20 Cribs - Placement	Not Applicable	

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	Not Applicable	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 2026 Diapering and Toilet Training - Supplies	Not Applicable	

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