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 A Bright Start 4 Kidz Learning Ctr	Program Number 2240029481	Program Type Child Care Center
Address 8211 Platt Cleveland OH 44104		County CUYAHOGA

Inspection Information			
Inspection Type Annual	Inspection Scope Full	Inspection Method On-site Inspection	Inspection Notice Unannounced
Inspection Date 09/04/2026	Begin Time 9:45 AM	End Time 12:45 PM	Reviewer: MATTHEW PIGNATO

Summary of Findings			
No. Requirements Verified 67	No. Requirements with Non-compliances 17		No. Requirements Compliant 40
No. Serious Risk 0	No. Moderate Risk Findings 2	No. Other Non-compliance Findings 19	No. Technical Assistance Provided 1

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		1	0	1
Total Under 2 ½ Years	0	1	0	1
Older Toddler		3	0	3
Preschool		7	0	7
School Age		0	14	14
Total Capacity/Enrollment	26	10	14	25

Ohio Department of Children & Youth

Staff-Child Ratios at the Time of Inspection				
Group	**Age Group/Range**	**Ratio Observed**	**Compliance**	**Comment**
Toddler	30 months to < 36 months	3 to 2	In Compliance	1240 pm
Toddler	30 months to < 36 months	2 to 2	In Compliance	10 am - preschool and toddler combined due to numbers
School Age	School-Age to < 11 years	0 to 0	In Compliance	no school age children present at time of visit

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: **00 License & Approvals**

Rule: 5180:2-12-18 License Capacity

Requirement: The program is required to maintain the capacity that is indicated on the license.

Finding: During the inspection, it was determined that there were 8 total children with 1 child under 2 1/2. The program is currently licensed to serve 26 total children, with no more than 0 children under 2 1/2. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule. This is a repeat non-compliance. The same infraction occurred on inspection dated 9/12/24.

Corrective Action Plan Due: 10/04/2026

Domain: **00 License & Approvals**

Rule: 5180:2-12-04 Building Department Inspection

Requirement: The program is required to refrain from using space that did not receive building approval and from caring for children in spaces not approved for that age group. The program is required to refrain from using a remodeled or modified space before obtaining building approval. The program is required to maintain building occupancy limitations.

Finding: During the inspection, it was determined that the program was using space for child care in a manner that had not been approved by the Ohio Department of Commerce or the local certified building authority. The following condition were observed: based on enrollment form date of birth and the attendance sheets, the program has been caring for a child under 2.5 years of age. This is a repeat non-compliance. The same infraction occurred on the inspection dated 9/12/24.

Submit the program's corrective action plan, which includes building approval for use of this space, a written statement that the building occupancy limitations are being maintained, or a written statement that it is no longer being used, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/04/2026

Other Non-Compliances

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

Domain: **00 License & Approvals**

Rule: 5180:2-12-04 Food Service Requirements

Requirement: The program is required to maintain their food license and not allow it to expire.

Finding: During the inspection, it was determined that the posted food service license had expired. A current food service license must be obtained. Submit the program's corrective action plan, which includes a copy of the updated food service license, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/04/2026

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-12-13 Sanitary Equipment and Environment

Requirement: The program is required to follow the cleaning schedule for equipment.

Finding: During the inspection, it was determined that the environment, furniture, materials, and/or equipment were not kept in a sanitary condition at all times.

The following was observed: The table was not sanitized before eating.

The center shall be cleaned daily. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/04/2026

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-12-12 Safe Environment

Requirement: The program is required to provide an environment that protects the children in care from any items and conditions that may threaten their health, safety, and well-being.

Finding: During the inspection, it was determined that children were not protected from item(s) or condition(s) which may threaten their health, safety, or well-being.

The following was observed: screws poking out of the toilet paper holder in the blue restroom.

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: 10/04/2026

Domain: **02 Safe & Sanitary Environment**

Rule: 5180:2-12-13 Sanitary Equipment and Environment

Requirement: The program is required to provide a clean restroom with the appropriate materials available.

Finding: During the inspection, it was determined that unsanitary conditions were in the blue restroom:

The following was observed: toilet plunger accessible

The restroom(s) must be kept sanitary at all times. Submit the program's corrective action plan to the Department to verify compliance with the requirement of this rule.

Corrective Action Plan Due: 10/04/2026

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: children did not wash hands before eating.

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

Corrective Action Plan Due: 10/04/2026

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: Fire and Weather drills were not conducted/documented for August, 2026.

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

Corrective Action Plan Due: 10/04/2026

Domain: **05 Health & Safety**

Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements

Requirement: The program is required to post the current weekly menu in a noticeable location that is accessible to parents and note any substitutions at the time of the change.

Finding: During the inspection, it was determined that the program's weekly menu did not meet the requirement .

The following was observed: menu was not dated.

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

Corrective Action Plan Due: 10/04/2026

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:

- First aid training was not completed within ninety days of hire
- Cardiopulmonary resuscitation (CPR) training was not completed within ninety days of hire
- The child abuse and neglect recognition and prevention training was expired
- The CPR training was expired
- The program did not have health and safety coverage from the hours of 7 pm - 11:30 pm

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: 10/04/2026

Domain: **08 Staff Files**

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

Requirement: The program administrator is required to maintain current employee records in the Ohio Professional Registry.

Finding: During the inspection, it was determined employment records in the Ohio Professional Registry (OPR) were not created or maintained.

The following was observed:

- At least one individual's schedule was not current.
- At least one individual's position or role did not include an applicable group assignment.
- At least one individual's employment had not been end dated.

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

Corrective Action Plan Due: 10/04/2026

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 employees, including child care staff members, did not meet the requirement.

The following was observed:

- A TB screening was not on file prior to the first day of employment for all required individuals.

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

Corrective Action Plan Due: 10/04/2026

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:

• The child care staff member had not completed at least six hours of professional development.

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

Corrective Action Plan Due: 10/04/2026

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 ( ) of ( ) employees, including child care staff members, did not meet the requirement.

The following was observed:

• The immunization records were not on file within the first thirty days from start of employment.

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

Corrective Action Plan Due: 10/04/2026

Domain: **08 Staff Files**

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

Requirement: The program administrator is responsible for the daily operation of the program and maintaining compliance.

Finding: During the inspection, it was determined that the person designated as the administrator was not responsible for the daily operation of the program and for maintaining compliance. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/04/2026

Domain: **08 Staff Files**

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

Requirement: The program administrator is required to be onsite at the program for the required amount of time.

Finding: During the inspection, it was determined that the program did not have at least one administrator onsite for 50 percent of the program's operating hours or 40 hours a week, 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: 10/04/2026

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 form for at least one child was not updated by either the parent or the administrator
- Acknowledgement of Policies and Procedures

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

Corrective Action Plan Due: 10/04/2026

Domain: **09 Children's Files**

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

Requirement: The program is required to have complete child immunization records on file.

Finding: In review of 25% of the children's records, it was determined that complete child immunization records were not on file, as required, for children listed on the DCY Children's Record Review for Child Care.

The following was observed: • Immunization record(s) were not on file at the center within thirty days of the child's first day of attendance

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

Corrective Action Plan Due: 10/04/2026

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.

Finding: During the inspection, it was determined the program's written policies and procedures provided to the parents/guardians and employees was missing an item(s).

The following was observed as missing:

• Center email address.

• Meals and snacks provided.

• Outdoor play, including limitations placed on outdoor play due to weather or safety issues. Considerations may include but are not limited to temperature, humidity, wind chill, ozone levels, pollen count, lightning, rain or ice.

• Opportunities for parents to meet with teachers or administrators regarding their child. Problem or issue resolution for parents or employees to follow when needing assistance in resolving problems related to the child care center.

• Programs are to have a policy in place describing supports for onsite breastfeeding or pumping for mothers who wish to do so (if the program serves infants or toddlers).

• Written security plan that ensures that access to the center is limited to parents and guardians of children in care and authorized persons.

• Supervision of children, including a separate supervision policy for school-age children, if applicable.

• Care of children without immunizations.

• Policy to prohibit center employees from exposing children to inappropriate language, media, or behavior.

• Sleeping, napping and resting, if applicable.

• Non-traditional care (evening care, overnight care, and/or mobile preschool), if applicable.

• Legally required information for parents and employees found in appendix C to this rule must be included with the parent/employee handbook.

• Social media policy including, but not limited to, addressing publication of child photos or other identifying information, if applicable.

Revise the program's written policies and procedures to include the missing information. Submit the program's corrective action plan, which includes the revised written policies and procedures, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 10/04/2026

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:

• The plan had not been completed.

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: 10/04/2026

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:

- Child care staff members and employees were not trained annually.
- Written documentation of the training was not kept on-site.

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

Corrective Action Plan Due: 10/04/2026

Domain: **00 License & Approvals**
Rule: 5180:2-12-04 Building Department Inspection
Requirement:The program is required to refrain from using space that did not receive building approval and from caring for children in spaces not approved for that age group. The program is required to refrain from using a remodeled or modified space before obtaining building approval. The program is required to maintain building occupancy limitations.
Findings:During the inspection, it was determined that the program was using space for child care in a manner that had not been approved by the Ohio Department of Commerce or the local certified building authority. The following condition were observed: based on enrollment form date of birth and the attendance sheets, the program has been caring for a child under 2.5 years of age. This is a repeat non-compliance. The same infraction occurred on the inspection dated 9/12/24.

Submit the program's corrective action plan, which includes building approval for use of this space, a written statement that the building occupancy limitations are being maintained, or a written statement that it is no longer being used, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

Domain: **00 License & Approvals**
Rule: 5180:2-12-04 Food Service Requirements
Requirement:The program is required to maintain their food license and not allow it to expire.
Findings:During the inspection, it was determined that the posted food service license had expired. A current food service license must be obtained. Submit the program's corrective action plan, which includes a copy of the updated food service license, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-12-13 Sanitary Equipment and Environment
Requirement:The program is required to provide a clean restroom with the appropriate materials available.
Findings:During the inspection, it was determined that unsanitary conditions were in the blue restroom:

The following was observed: toilet plunger accessible

The restroom(s) must be kept sanitary at all times. Submit the program's corrective action plan to the Department to verify compliance with the requirement of this rule.
Corrective Action Plan Due: 10/04/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-12-12 Safe Environment
Requirement:The program is required to provide an environment that protects the children in care from any items and conditions that may threaten their health, safety, and well-being.
Findings:During the inspection, it was determined that children were not protected from item(s) or condition(s) which may threaten their health, safety, or well-being.

The following was observed: screws poking out of the toilet paper holder in the blue restroom.

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: 10/04/2026

Domain: **02 Safe & Sanitary Environment**
Rule: 5180:2-12-13 Sanitary Equipment and Environment
Requirement:The program is required to follow the cleaning schedule for equipment.
Findings:During the inspection, it was determined that the environment, furniture, materials, and/or equipment were not kept in a sanitary condition at all times.

The following was observed: The table was not sanitized before eating.

The center shall be cleaned daily. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

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: children did not wash hands before eating.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

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: Fire and Weather drills were not conducted/documented for August, 2026.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

Domain: **05 Health & Safety**
Rule: 5180:2-12-22 Meal Preparation and Nutritional Requirements
Requirement:The program is required to post the current weekly menu in a noticeable location that is accessible to parents and note any substitutions at the time of the change.
Findings:During the inspection, it was determined that the program's weekly menu did not meet the requirement .
The following was observed: menu was not dated.
Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

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:
- First aid training was not completed within ninety days of hire
- Cardiopulmonary resuscitation (CPR) training was not completed within ninety days of hire
- The child abuse and neglect recognition and prevention training was expired
- The CPR training was expired
- The program did not have health and safety coverage from the hours of 7 pm - 11:30 pm

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: 10/04/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-07 Administrator Responsibilities/Requirements
Requirement:The program administrator is required to maintain current employee records in the Ohio Professional Registry.
Findings:During the inspection, it was determined employment records in the Ohio Professional Registry (OPR) were not created or maintained.
The following was observed:

- At least one individual's schedule was not current.
- At least one individual's position or role did not include an applicable group assignment.
- At least one individual's employment had not been end dated.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

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 employees, including child care staff members, did not meet the requirement.
The following was observed:
- A TB screening was not on file prior to the first day of employment for all required individuals.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

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:
- The child care staff member had not completed at least six hours of professional development.

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

Corrective Action Plan Due: 10/04/2026

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 ( ) of ( ) employees, including child care staff members, did not meet the requirement.
The following was observed:
• The immunization records were not on file within the first thirty days from start of employment.
Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-07 Administrator Responsibilities/Requirements
Requirement:The program administrator is responsible for the daily operation of the program and maintaining compliance.
Findings:During the inspection, it was determined that the person designated as the administrator was not responsible for the daily operation of the program and for maintaining compliance. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

Domain: **08 Staff Files**
Rule: 5180:2-12-07 Administrator Responsibilities/Requirements
Requirement:The program administrator is required to be onsite at the program for the required amount of time.
Findings:During the inspection, it was determined that the program did not have at least one administrator onsite for 50 percent of the program's operating hours or 40 hours a week, 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: 10/04/2026

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 form for at least one child was not updated by either the parent or the administrator
• Acknowledgement of Policies and Procedures

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

Domain: **09 Children's Files**
Rule: 5180:2-12-15 Child Immunization Records
Requirement:The program is required to have complete child immunization records on file.
Findings:In review of 25% of the children's records, it was determined that complete child immunization records were not on file, as required, for children listed on the DCY Children's Record Review for Child Care.

The following was observed: • Immunization record(s) were not on file at the center within thirty days of the child's first day of attendance

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

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 written policies and procedures provided to the parents/guardians and employees was missing an item(s).

The following was observed as missing:

• Center email address.
• Meals and snacks provided.
• Outdoor play, including limitations placed on outdoor play due to weather or safety issues. Considerations may include but are not limited to temperature, humidity, wind chill, ozone levels, pollen count, lightning, rain or ice.
• Opportunities for parents to meet with teachers or administrators regarding their child. Problem or issue resolution for parents or employees to follow when needing assistance in resolving problems related to the child care center.
• Programs are to have a policy in place describing supports for onsite breastfeeding or pumping for mothers who wish to do so (if the program serves infants or toddlers).
• Written security plan that ensures that access to the center is limited to parents and guardians of children in care and authorized persons.
• Supervision of children, including a separate supervision policy for school-age children, if applicable.
• Care of children without immunizations.
• Policy to prohibit center employees from exposing children to inappropriate language, media, or behavior.
• Sleeping, napping and resting, if applicable.
• Non-traditional care (evening care, overnight care, and/or mobile preschool), if applicable.
• Legally required information for parents and employees found in appendix C to this rule must be included with the parent/employee handbook.

• Social media policy including, but not limited to, addressing publication of child photos or other identifying information, if applicable.

Revise the program's written policies and procedures to include the missing information. Submit the program's corrective action plan, which includes the revised written policies and procedures, to the Department to verify compliance with the requirements of this rule.
Corrective Action Plan Due: 10/04/2026

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:

• The plan had not been completed.

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: 10/04/2026

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:
• Child care staff members and employees were not trained annually.
• Written documentation of the training was not kept on-site.

Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule
Corrective Action Plan Due: 10/04/2026

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: 05 Health & Safety

Rule: 5180:2-12-16 Management of Communicable Disease

Requirement: The program is required to post the DCY 08087 "Ohio Communicable Disease Chart".

Findings: During the inspection, it was determined the current Communicable Disease chart is not posted 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
5180:2-12-02 License Visible	Compliant	

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

Rule	Status	Documenting Statement(s), If applicable
Rule: 5180:2-12-04 Fire Inspection	Compliant	Documenting Statement: Please Note: Documentation of a fire inspection without any uncorrected violations must be secured for the program. Secure a new fire inspection by 2/20/27.
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
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

5180:2-12-08 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
Rule: 5180:2-12-09 Background Check Requirements	Compliant	Documenting Statement: During the inspection, the required documentation regarding background checks was on file for all employees listed.

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
5180:2-12-13 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 Incident/Injury Reporting	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-15 Child Health Care Plans	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: 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
5180:2-12-21 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	Not Applicable	

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
5180:2-12-02 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 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
5180:2-12-20 Cribs - Safe Environment and Practices	Compliant	

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	Compliant	

Rule	Status	Documenting Statement(s), If applicable
5180:2-12-23 2026 Diapering and Toilet Training - Supplies	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 Documentation	Compliant	

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