

Preschool and School Age Child Care Licensing Report



OFFICE OF EARLY LEARNING & SCHOOL READINESS

INTRODUCTION

The Ohio Department of Education provides consultation and technical assistance to Department-licensed preschool and child care programs to ensure their programs and facilities meet minimum standards prescribed in law. The Department's Preschool and School Age Child Care Licensing Report includes the number of inspections conducted, number and types of violations found, and steps taken to address the violations.¹

EXECUTIVE SUMMARY

Over 1,400 site visits were completed by specialists who examine preschool and school age child care (SACC) programs for compliance to rule requirements.

- The most frequent licensing violations in both preschools and SACC programs were missing forms, trainings, and inspections.
- The frequency of serious incident or injury reports increased when compared to the previous year, but incidents of substantiated abuse or neglect decreased.

SITES LICENSED BETWEEN JULY 1, 2021 - JUNE 30, 2022

Total number of Department of Education-licensed preschool programs	1,496
Total number of Department of Education-licensed school age child care programs	371
Total number of sites licensed by the Ohio Department of Education	1,867

ENROLLMENT

Total preschool children (Birth - 5 years)	103,960
Total school age children (5 - 14 years)	16,259
Total preschool and school-age children served	120,219

FUNDING SOURCES FOR PRESCHOOL PROGRAM SITES

Tuition	907
Preschool Special Education	657
Early Childhood Education Grant	443
Locally Funded	146
Head Start	165
Publicly Funded Child Care	61
Boards of Developmental Disabilities	15

FUNDING SOURCES FOR SCHOOL-AGE PROGRAM SITES

Tuition	180
21st Century Community Learning Center Grant	169
Publicly Funded Child Care	57
Locally Funded	15

SITE INSPECTIONS CONDUCTED JULY 1, 2021- JUNE 30, 2022

Number of unannounced (annual and provisional) site inspections conducted	1,333
Number of announced (pre-license and change of location) site inspections conducted	72
Total on-site visits conducted	1,405

¹ Ohio Revised Code 3301.57

CORRECTIVE ACTION

When a program is not in compliance with applicable laws and rules, the Department places the licensee on a corrective action plan that outlines the violation and the actions needed to address the violation(s). The program receives notification of any noncompliance that requires corrective action. The program then must respond with a corrective action plan that addresses the following:

- What short-term or immediate action has been taken to correct the area of noncompliance?
- Please explain the planned changes to the system(s) or procedure(s) to prevent this noncompliance in the future?
- Who will be responsible for the ongoing implementation of the planned changes to the system(s) or procedure(s) to continue to prevent this noncompliance?

Licensing specialists verify corrective action plans have been implemented during each program's next unscheduled licensing compliance visit.

PRESCHOOL COMPLIANCE JULY 1, 2021 – JUNE 30, 2022

562 preschool site-visit reports documented full compliance (announced and unannounced visits)

OHIO ADMINISTRATIVE CODE	MOST FREQUENT PRESCHOOL VIOLATION CITED	NUMBER OF VIOLATIONS
3301-37:04 Preschool special education law requirements	During the inspection, the preschool special education program did not meet requirements of section 3323.022 of the Revised Code and rule 3301-51-11 of the Administrative Code.	270
3301-37:04 Orientation training	During the inspection and review of staff files, individuals used in ratio did not have documentation of the required orientation training prescribed by the Department completed within 30 days of the start date.	101
3301-37:04 Staff medical statement	During the inspection and review of staff files, individuals used to count in ratio did not have evidence of a signed medical statement on or before the first day of employment.	91
3301-37:08 Child medical statement	During the inspection and review of children's files, it was determined that the medical statements were not updated every 13 months from the date of examination.	75
3301-37:05 Annual fire inspection	During the inspection, documentation of a current fire inspection was not on file.	60

SCHOOL AGE CHILD CARE COMPLIANCE JULY 1, 2021 – JUNE 30, 2022

159 school age child care site-visit reports documented full compliance (announced and unannounced visits)

OHIO ADMINISTRATIVE CODE	MOST FREQUENT SCHOOL-AGE CHILD CARE VIOLATION CITED	NUMBER OF VIOLATIONS
3301-32:03 Staff medical statement	During the inspection and review of staff files, individuals used to count in ratio did not have evidence of a signed medical statement on or before the first day of employment.	29
3301-32:03 Licensing orientation training	During the inspection and review of staff files, individuals used in ratio did not have documentation of the required orientation training prescribed by the Department completed within 30 days of the start date.	25
3301-32:09 Discipline restrictions	During the inspection and policy review, the behavior management/discipline policy did not include restrictions.	23
3301-32:03 Staff with required recognition of common signs of communicable disease training	During the inspection and review of staff files, at least one person on-site does not have a current course on the recognition of common signs of communicable disease from an approved provider.	20
3301-32:03 Staff with required recognition and prevention of child abuse training.	During the inspection and review of staff files, at least one person on-site does not have a current course on the recognition and prevention of child abuse from an approved provider.	16

INCIDENT AND INJURY REPORT JULY 1, 2021 – JUNE 30, 2022

The Child Care Development Block Grant Act of 2014 requires the Department to provide information on the numbers of serious injuries, incidences of substantiated child abuse and/or neglect, and deaths in child care settings. All incidents or injuries, even when seemingly minor accidental or unintentional, must be reported so further investigation can be conducted.

The table below indicates the number of self-reported serious incident, illness fatalities and substantiated abuse or neglect findings for licensed preschool and school age child care programs.

PROGRAM TYPE	NUMBER OF SUBSTANTIATED CHILD ABUSE AND NEGLECT	NUMBER OF SERIOUS INCIDENT INJURY/ILLNESS REPORTS	NUMBER OF DEATHS
Preschool	4	195	0
School Age Child Care	0	10	0

This report provides a summary of the violations of preschool and school-age child care licensing rules, as noted by licensing personnel conducting on-site visits during the 2021-2022 fiscal year. Violations must be corrected. Rule citations reference Ohio Administrative Code rule numbers and sections.

PRESCHOOL RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-37:02 A child was left unattended inside or outside the facility	It was observed or reported that a child was left unattended inside or outside the facility.	17
3301-37:02 Involvement of staff in inappropriate discipline, or physical abuse, neglect	Involvement of staff in inappropriate discipline, or physical abuse, neglect or endangerment is substantiated by a public service finding.	1
3301-37:02 Employee refused to be fingerprinted and remains employed or person remains employed when not eligible for employment	Records indicated a staff person was employed with a prohibited offense.	1
3301-37:02 Medication was dispensed to the wrong child, or the wrong dosage was administered	Medication was observed in the wrong classroom's medical storage that was for a child that was assigned to another classroom.	1
3301-37:02 Preschool information reported in Education Management Information System	Data pull analysis indicated preschool information was missing.	3
3301-37:02 Program amendment not submitted	Preschool children attended the program prior to a change of capacity being submitted.	4
3301-37:02 Program failed to report the serious risk incident of suspected abuse, neglect or endangerment to the Office of Early Learning and School Readiness	Suspected abuse along with the other serious risk incidents called out in rule must be reported using the self-report procedures within 24 hours.	4
3301-37:02 Program used a prohibited disciplinary technique	It was observed or reported that the program used a prohibited disciplinary technique.	6
3301-37:02 Serious risk incident/injury reporting	The program did not report a serious injury/incident to the Department within 24 hours.	5
3301-37:02 Written compliance report posted	During the inspection, it was observed the most recent written compliance report was not posted.	15

PRESCHOOL RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-37:03 Daily Schedule	During the inspection, it was determined that the daily schedule for each age group did not include a balance of both quiet and active play.	1
3301-37:03 Developmental progress and parent teacher conferences	During the review of program policies, it was determined that a conference involving the teacher and parent is not held at least twice a year.	1
3301-37:03 Parent handbook	During the inspection, it was determined that each parent was not provided with a parent handbook that included the required information.	39
3301-37:03 Written curriculum adopted and aligned	During the inspection, it was determined that a written curriculum was not adopted.	3
3301-37:03 Written philosophy and goals	During the inspection and review of written policies and procedures, the program's written philosophy and goals not available.	2
3301-37:04 Annual in-service requirements	During the inspection and review of staff files, in-service hours were not obtained during the school year as defined by rule from July 1 through June 30.	4
3301-37:04 Background check updates	During the inspection and review of staff files, background checks were not updated every five years.	44
3301-37:04 Director onsite fifty percent of operating hours	During the inspection, evidence that the director is onsite at least half of the operating hours was not available.	1
3301-37:04 Director qualifications	During the inspection and review of staff files, the director does not meet the appropriate qualifications pursuant to section 3301.54 of the Revised Code.	4
3301-37:04 Director responsibilities	During the inspection and review of staff files, the director is not responsible for the duties outlined in section 3301.56 of the Revised Code.	3
3301-37:04 Individuals used in ratio did not meet requirements	During the inspection and a review of staff files, individuals used in ratio did not have documentation to meet requirements.	38
3301-37:04 Intervention specialist caseload exceeded	During the inspection and review of documentation, the intervention specialist had more than eight children with disabilities in one class session.	3
3301-37:04 Lead teacher not assigned to each classroom	During the inspection, each class/group did not have a lead teacher assigned that meets requirements.	2

PRESCHOOL RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-37:04 Licensed staff in-service requirement	During the inspection and review of staff files, preschool staff licensed by the Department did not have evidence of 10 in-service hours annually.	25
3301-37:04 Mixed age group size	During the inspection, the maximum group size per staff member exceeded requirements for the youngest child in a mixed age group class.	2
3301-37:04 Non-guilty non-conviction statement	During the inspection and review of staff files, individuals used in ratio did not have a non-guilty non-conviction statement signed annually.	28
3301-37:04 Nontax nonpublic preschool teacher requirements	During the inspection and review of staff files, the lead teacher of a non-tax, non-public preschool program does not have evidence to show he or she is at least 18 years of age and has a valid high school diploma or equivalency.	1
3301-37:04 Orientation training	During the inspection and review of staff files, individuals used in ratio did not have documentation of the required orientation training prescribed by the department completed within thirty days of the start date.	101
3301-37:04 Part-time staff in-service requirement	During the inspection and review of staff files, part time preschool staff did not have in-service hours based on the percentage of time in their assignment.	2
3301-37:04 Preschool special education law requirements	During the inspection, the preschool special education program did not meet requirements of section 3323.022 of the Revised Code and rule 3301-51-11 of the Administrative Code.	270
3301-37:04 Public preschool general education teacher requirements	During the inspection and review of staff files, the public preschool general education teacher did not have evidence on file that they met the requirements of the position.	4
3301-37:04 Ratio and Group size: General education or co-taught classroom	During the inspection, the staff/child ratio in a general education or co-taught classroom was not maintained.	11
3301-37:04 Ratio and Group size: Integrated classroom	During the inspection, the staff/child ratio for an integrated classroom was not maintained.	9
3301-37:04 Ratio and Group size: Special education classroom	During the inspection, the staff/child ratio for a special education classroom was not maintained.	5

PRESCHOOL RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-37:04 Required background checks	During the inspection and review of staff files, individuals used in ratio did not have evidence of criminal background checks to meet the requirements for the Child Care and Development Block Grant (CCDBG) when serving children under publicly funded care or head start programs.	56
3301-37:04 Staff medical statement	During the inspection and review of staff files, individuals used to count in ratio did not have evidence of a signed medical statement on or before the first day of employment.	91
3301-37:04 Staff minimum requirements	During the inspection and review of staff files, individuals used in ratio did not have documentation of a high school diploma or equivalent on file and available for review.	14
3301-37:04 Staff with required health and safety CPR training	During the inspection and review of staff files, at least one person onsite does not have a current age-appropriate course in CPR from an approved provider.	15
3301-37:04 Staff with required training on the recognition and prevention of child abuse	During the inspection and review of staff files, at least one person onsite does not have a current course on the recognition and prevention of child abuse from an approved provider.	27
3301-37:04 Staff with required training on the recognition of common signs of communicable disease	During the inspection and review of staff files, at least one person onsite does not have a current course on the recognition of common signs of communicable disease from an approved provider.	22
3301-37:04 Staff with age-appropriate first aid training	During the inspection and review of staff files, at least one person onsite does not have a current age-appropriate course in first aid from an approved provider.	15
3301-37:04 Staff/child ratio always maintained	During the inspection, sufficient individuals were not physically present with children to meet staff/child ratio.	29
3301-37:04 Substitute medical requirement	During the inspection and review of staff files, a substitute did not have evidence of a signed medical statement on or before the first day of employment.	29
3301-37:04 Substitute orientation	During the inspection and review of staff files, substitutes did not have documentation of the required orientation training prescribed by the Department.	18

PRESCHOOL RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-37:04 Substitute education/licensure documentation	During the inspection and review of staff files, a substitute did not have evidence on file of an appropriate license or education.	27
3301-37:04 Substitute background check	During the inspection and review of staff files, a substitute did not have evidence of the required criminal background checks.	19
3301-37:04 Substitute nongUILTY non conviction statement	During the inspection and review of staff files, a substitute did not have a signed non-gUILTY non-conviction statement on file.	10
3301-37:05 Annual fire inspection	During the inspection, documentation of a current fire inspection was not on file.	60
3301-37:05 Center cleaning and sanitizing	During the inspection, it was observed that the center is not cleaned daily and always kept in a sanitary condition.	1
3301-37:05 Electrical outlets	During the inspection, it was observed that electrical outlets are not covered when not in use and there was no documentation on file to indicate the outlets are tamper resistant.	6
3301-37:05 Indoor space minimum requirements	During the inspection, it was observed that the indoor space did not include 35 square feet of usable floor space for each child.	1
3301-37:05 Outdoor play space	During the inspection, it was observed that the surface did not offer protection from falls or was not well drained.	9
3301-37:05 Play space free of hazards	During the inspection, it was observed that indoor and/or outdoor play space was not free of hazards.	5
3301-37:05 Safe play space available	During the inspection, it was observed that indoor/outdoor play space totaling 60 square feet was not regularly available and scheduled for use.	1
3301-37:05 Square footage and maximum capacity	During the inspection, it was observed that the maximum group size exceeded the maximum capacity of children that can be served in the space.	5
3301-37:06 Adequate first-aid supplies	During the inspection, adequate first aid supplies were not readily available at all times the program is in operation.	1
3301-37:06 Cleaning and sanitizing supplies	During the inspection, it was observed that cleaning and sanitizing supplies stored in a space that is accessible to children.	11

PRESCHOOL RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-37:06 Cot or mat requirements	During the inspection, mats observed were not at least one inch thick.	21
3301-37:06 Crib or cot assignment	During the inspection, it was observed that children over 35 inches tall were not assigned to use a cot.	2
3301-37:06 Infant sleeping placement	During the inspection, it was observed that Infants are not placed in their cribs for sleeping, and/or allowed to sleep in car seats, swings, mesh cribs, playpens, bassinets or other equipment.	1
3301-37:06 Safe handling, storage, and disposal of bio-contaminants	During the inspection, it was observed that materials that contain blood are not disposed of by using a sealable, leakproof plastic bag or by double bagging in plastic bags that are securely tied.	1
3301-37:06 Space heaters	During the inspection, it was observed that space heaters were in use without approval in writing by the building and/or fire official.	3
3301-37:07 Admission procedures	During the inspection, it was determined that policies and procedures did not supervise each child's transition out of the program and withdrawal.	7
3301-37:07 Behavior management/discipline policy requirements	During the inspection and review of program policies, the behavior management/discipline policy did not meet requirements of rule.	2
3301-37:07 Developmentally appropriate program planning	During the inspection, it was determined that policies did not address selection and use of developmentally appropriate materials and equipment.	1
3301-37:07 Emergency numbers posting	During the inspection, it was determined that policies did not require posting emergency numbers by each telephone.	8
3301-37:07 Health and safety procedures	During the inspection, it was determined that policies did not address health and safety procedures.	2
3301-37:07 Emergency medical authorization requirements	During the inspection, it was determined that policies did not require compliance with emergency medical authorization requirements.	2
3301-37:07 Medical and dental emergency procedure posting	During the inspection, it was determined that medical and dental emergency procedures were not posted in each preschool classroom.	8

PRESCHOOL RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-37:07 Parent roster	During the inspection, it was determined that staff members did not prepare a roster including the name and telephone number of the child and of the child's parent.	14
3301-37:07 Parent roster permission	During the inspection, it was determined that staff members did not secure a signed statement from parent indicating desire to be included in the roster.	12
3301-37:07 Staff policies	During the inspection, it was determined that policies did not include procedures for checking references of potential employees.	2
3301-37:07 Transportation and field trip policies	During the inspection, it was determined that policies did not address field trip policies and procedures.	2
3301-37:07 Unlimited parent access	During the inspection and review of program policies and procedures, it was determined that a parent of an enrolled child in the program was not permitted unlimited access to the school during hours of operation.	4
3301-37:07 Written medication policy requirements	During the inspection, it was determined the medication policy and procedures were not in accordance with Ohio Revised Code.	46
3301-37:07 Written procedures for incident and injury reporting	During the inspection, it was determined that policies did not require providing written notification to parents when a child is injured or when a serious health/safety incident occurs.	1
3301-37:08 Child medical statement	During the inspection and a review of children's files, it was determined that the medical statements were not updated every 13 months from the date of examination.	75
3301-37:08 Child medical signed by licensed physician	During the inspection and a review of children's files, it was determined that the health record of each child did not include a medical signed by an approved health professional.	11
3301-37:08 Cumulative record requirements	During the inspection and a review of children's files, it was determined that the cumulative record of each child did not include the required documentation.	17
3301-37:08 Daily attendance records	During the inspection, it was determined that the program did not maintain daily attendance records including admission and withdrawal.	1

PRESCHOOL RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-37-08 Emergency medical and dental care transportation	During the inspection and a review of children's files, it was determined that the health record of each child did not include permission of parent for emergency medical and dental care and transportation.	12
3301-37-08 Immunization records	During the inspection and a review of children's files, it was determined that the health record of each child did not include immunization records.	17
3301-37-08 Injury report	During the inspection, it was determined that the program did not notify parents in writing within 24 hours when a child is injured and maintain a log of injury reports.	12
3301-37-08 List of allergies and treatment	During the inspection and a review of children's files, it was determined that the health record of each child did not include a list of any allergies and treatment.	2
3301-37-08 List of child diseases	During the inspection and a review of children's files, it was determined that the health record of each child did not include a list of any diseases the child has had.	2
3301-37-08 List of chronic physical problems and history of hospitalization	During the inspection and a review of children's files, it was determined that the health record of each child did not include a list of any chronic physical problems and any history of hospitalization.	3
3301-37-08 Medication authorization	During the inspection and a review of children's files, the health record of each child did not include physician's or dentist's medication authorization and written instructions for over-the-counter medication.	12
3301-37-08 Names and telephone numbers of physician and dentist	During the inspection and a review of children's files, it was determined that the health record of each child did not include the names and telephone numbers of physician and dentist in case of emergency.	9
3301-37:09 Choice of two required food groups for snack	During the inspection, the program provided snack that did not include a choice from at least two food groups from the required list.	7
3301-37:09 Food license	During the inspection, a valid food license was not on file for the program when food is served to children.	5
3301-37:09 Menus	During the inspection, current menus for the week were not posted in a conspicuous place for all meals and snacks served and substitute foods were not recorded on the day of the substitution.	9

PRESCHOOL RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-37:09 Screen time during meal or snack time	During the inspection, screen time during meal or snack time was observed.	2
3301-37:10 Written discipline policy requirements	During the inspection, the written discipline policy describing the center's philosophy of discipline and the specific methods of discipline used at the center did not meet the requirements.	28
3301-37:11 Children observed for communicable disease upon arrival	During the inspection, a person trained to recognize the common signs of communicable disease or other illness did not observe each child daily as they entered a group.	3
3301-37:11 Communicable disease chart posted	During the inspection, the communicable disease poster was not available.	2
3301-37:11 Communicable disease policy:	During the inspection review, the policy for communicable disease was missing exposure, isolation and discharge and/or readmittance policy details.	21
3301-37:12 Diapering requirements	During the inspection, it was observed, diapering procedures were not followed.	5

SCHOOL AGE CHILD CARE RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-32:03 Annual program orientation training requirement	During the inspection and review of staff files, individuals used in ratio did not have documentation of the annual orientation training to review policies and procedures for the program within seven days of the first day of attendance.	3
3301-32:03 Individual used in ratio	During the inspection and a review of staff files, individuals used in ratio did not have documentation to meet requirements.	3
3301-32:03 Inservice hour requirement	During the inspection and review of staff files, part-time staff did not have in-service hours based on the percentage of time in their assignment.	4
3301-32:03 Licensing orientation training	During the inspection and review of staff files, individuals used in ratio did not have documentation of the required orientation training prescribed by the Department completed within 30 days of the start date.	25
3301-32:03 Maintaining Ohio Professional Registry Profile	During the inspection and review of staff files, individuals used in ratio did not have a current profile in the Ohio professional registry.	3
3301-32:03 Medication administration training	During the inspection and review of staff files, documentation of medication administration training was not verified for individuals administering medication.	1
3301-32:03 Required background checks	During the inspection and review of staff files, individuals used in ratio did not have evidence of criminal background checks that meet the requirements.	15
3301-32:03 Staff medical statement	During the inspection and review of staff files, individuals used to count in ratio did not have evidence of a signed medical statement on or before the first day of employment.	29
3301-32:03 Staff minimum education requirements	During the inspection and review of staff files, individuals used in ratio did not have documentation of a high school diploma or equivalent on file and available for review.	4
3301-32:03 Staff with required CPR training	During the inspection and review of staff files, at least one person onsite does not have a current age-appropriate course in CPR from an approved provider.	10

SCHOOL AGE CHILD CARE RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-32:03 Staff with required recognition of common signs of communicable disease training	During the inspection and review of staff files, at least one person onsite does not have a current course on the recognition of common signs of communicable disease from an approved provider.	20
3301-32:03 Staff with required recognition and prevention of child abuse training	During the inspection and review of staff files, at least one person onsite does not have a current course on the recognition and prevention of child abuse from an approved provider.	16
3301-32:03 Staff with required age appropriate first aid training	During the inspection and review of staff files, at least one person onsite does not have a current age-appropriate course in first aid from an approved provider.	9
3301-32:03 Staff/child ratio	During the inspection, the staff/child ratio was exceeded in one or more classroom spaces.	1
3301-32:03 Swimming requirements	During the inspection, the person supervising was not certified as lifeguard or water safety instructor by the American red cross, YMCA or equivalent water safety program. Documentation was not provided to show the lifeguard certification for swim lessons.	1
3301-32:04 Annual fire inspection	During the inspection, documentation of a current fire inspection was not on file.	11
3301-32:04 Indoor space	During the inspection, it was observed that the indoor space did not include 35 square feet of usable floor space for each child.	1
3301-32:04 Written compliance report posted	During the inspection, the most recent written compliance report was not posted in a conspicuous place.	11
3301-32:04 License posted	During the inspection, the program license was not posted in a conspicuous place.	3
3301-32:04 Outdoor play space	During the observation, the outdoor space was not well drained or offered protection from falls.	1
3301-32:04 Phone requirements	During the inspection, emergency phone numbers were not posted in a visible location and accessible for staff.	1
3301-32:05 Written curriculum requirements	During the inspection, the school age curriculum did not address personal discipline, social and emotional learning, recreational skills, and health and safety skills.	2

SCHOOL AGE CHILD CARE RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-32:05 Daily plans	During the inspection, the daily plans designed to show a balance to the academic emphasis of the regular school day were not available.	2
3301-32:06 Written permission to swim	During the inspection and review of children's files, it was determined that the written permission to swim did not include the location of the swimming site.	1
3301-32:06 Individual child registration	During the inspection and review of children's files, it was determined that the registration of each child did not include the name and telephone number of the child's physician, dentist or other health care providers.	10
3301-32:06 Medical authorization	During the inspection and review of children's files, it was determined that the registration of each child did not include parental consent for first aid, medication and transportation to an emergency care facility.	1
3301-32:07 Menu requirements	During the inspection, it was observed that menus were not posted in a conspicuous place where they can be reviewed by parents.	2
3301-32:08 Children observed for communicable disease upon arrival	During the inspection, a person trained to recognize the common signs of communicable disease or other illness did not observe each child daily as they entered a group.	8
3301-32:08 Communicable disease chart	During the inspection, the communicable disease poster was not available for staff reference.	1
3301-32:09 Discipline restrictions	During the inspection and policy review, the behavior management/discipline policy did not include restrictions.	23
3301-32:09 Written discipline policy requirements	During the inspection policy review, behavior management/discipline policies and procedures did not include section 3319.46 of the Revised Code, and rule 3301-35-15 of the Administrative Code requirements were missing.	2
3301-32:10 Child release policies	During the inspection and policy review, policies regarding a school child permitted to leave for specific activities with parent permission not available.	1
3301-32:10 Emergency drill practice	During the inspection, the program did not have documentation of emergency drill practice at least once quarterly.	5
3301-32:10 Emergency procedures	During the inspection, emergency procedures were not available.	2

SCHOOL AGE CHILD CARE RULE CITATION	EXPLANATION	NUMBER OF VIOLATIONS
3301-32:10 Medication administration policy requirements	During the inspection and policy review, policies and procedures requiring parents to administer the first dose of a new medication except in cases of emergency were not available.	2
3301-32:10 Parent handbook	During the inspection, a handbook outlining program policies and procedures was not available for review or distributed to parents or staff at the start of the school year or upon enrollment.	1
3301-32:10 Training on emergency procedures	During the inspection and policy review, staff did not have training and annual reviews of emergency plans.	1
3301-32:10 Volunteer policies	During the inspection and policy review, the program did not have policies and procedures regarding the use of volunteers.	2
3301-32:11 OCLQS not maintained	The program services and/or operating information did not match what was submitted in the Ohio Child Licensing and Quality System.	1