Ohio Department of Education
Ohio Department of Job and Family Services

Licensing Inspection Full Report

Program Details		
Program Type: School Age Child Care	Program Name: Greenfield Elementary School	Program Number: 1000018708
Address: 200 N 5th St Greenfield OH 45123		County: HIGHLAND
Organization Name: Greenfield Exempted Village	Org IRN: 045401	Site IRN: 014514

Inspection Information		
Inspection Type Annual	Inspection Scope: Full	Inspection Notice: Unannounced
Visit Date: 03/14/2024	Begin Time: 3:30 PM	End Time: 5:30 PM

The most recent written compliance reports and the program's corrective action plan shall remain posted in a conspicuous place near the posted program license until the next compliance report is received from the department

Note: All documented non-compliances are grouped as Serious, Moderate and Low risk violations. A serious risk non-compliance may impact a program's Step up to Quality rating.

Summary of Findings		
Number of Rules Verified: 62	Number of Rules with Non-Compliances: 3	
Serious Risk Non-Compliances: 0	Moderate Risk Non-Compliances: 1	Low Risk Non-Compliances: 3

Summary of Non-Compliances

If a program disagrees with a licensing finding, the program may request a review of the finding(s). The request for review must be submitted within seven business days from the receipt of the licensing report. In addition, if the program is star rated, the rating may be impacted if a serious risk non-compliance is cited.

Serious Risk Non-Compliances

No Serious Risk Non-Compliances were observed during this inspection

Moderate Risk Non-Compliances

Domain: **08 Staff Files**

Rule: 3301-32:03 Required background checks

Code: This rule requires each individual used in ratio to provide evidence of criminal record checks and five-year updates that meet the requirements as prescribed in section 3301.541 of the Revised Code and if applicable, rehabilitation criteria as described in rules 3301-20-01 and 3301-20-03 of the Administrative Code.

Findings: During the inspection and review of staff files, background checks were not updated every five years.

Low Risk Non-Compliances

Domain: **08 Staff Files**

Rule: 3301-32:03 Staff medical statement

Code: This rule requires any individual who may have an assigned schedule with a preschool child (or group) or may be used to count in ratio is obligated to have evidence of a signed medical statement on or before the first day of employment.

Findings: 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.

Domain: **08 Staff Files**

Rule: 3301-32:03 Staff with required health and safety training

Code: This rule requires the program to ensure each staff member shall have current valid age appropriate first aid, age appropriate CPR, child abuse recognition and prevention, and management of communicable disease certification in accordance with rule?5101:2-12-10?of the Administrative Code. In-service training on age appropriate first aid, age appropriate CPR, child abuse recognition and prevention, and management of communicable disease shall be updated according to the length of time required by the approved organization.

Findings: 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.

Domain: **08 Staff Files**

Rule: 3301-32:03 Staff with required health and safety training

Code: This rule requires the program to ensure the following each staff member has completed and is current with an approved course for age-appropriate first aid and CPR in accordance with rule?5101:2-12-10?of the Administrative Code.

Findings: 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.

Rules in Compliance/Not Verified	
Rule: 3301-32:04 Safe handling, storage, and disposal of bio-contaminants	*Not Verified*
Rule: 3301-32:04 Using cleaning supplies	*Compliant*
Rule: 3301-32:04 Furniture and equipment requirements	*Compliant*
Rule: 3301-32:04 Safe furniture and equipment	*Compliant*
Rule: 3301-32:04 Safe areas	*Compliant*
Rule: 3301-32:04 Program cleaning and sanitizing	*Compliant*
Rule: 3301-32:04 Outdoor play space	*Not Verified*
Rule: 3301-32:10 Enrollment of children with disabilities	*Not Verified*
Rule: 3301-32:10 Supervision plan policies	*Not Verified*
Rule: 3301-32:05 Written philosophy and goals	*Not Verified*
Rule: 3301-32:09 Reporting abuse policy	*Not Verified*
Rule: 3301-32:10 Discipline policy requirements	*Not Verified*
Rule: 3301-32:10 Food service policies	*Not Verified*

Rule: 3301-32:10 Ill child policies	*Not Verified*
Rule: 3301-32:10 Medication administration policy requirements	*Not Verified*
Rule: 3301-32:10 Emergency procedures	*Compliant*
Rule: 3301-32:10 Training on emergency procedures	*Not Verified*
Rule: 3301-32:10 Emergency drill practice	*Not Verified*
Rule: 3301-32:10 Accident policy and procedures	*Not Verified*
Rule: 3301-32:10 Child release policies	*Not Verified*
Rule: 3301-32:10 Reporting absences	*Not Verified*
Rule: 3301-32:03 Staff/child ratio	*Compliant*
Rule: 3301-32:04 Storage of belongings	*Compliant*
Rule: 3301-32:04 Access to facilities	*Compliant*
Rule: 3301-32:04 First aid supplies	*Compliant*
Rule: 3301-32:04 Phone requirements	*Compliant*
Rule: 3301-32:04 Smoking prohibited	*Compliant*
Rule: 3301-32:04 Handwashing facilities	*Compliant*
Rule: 3301-32:04 License and written compliance report posted	*Compliant*
Rule: 3301-32:08 Communicable Disease Policy: Exposure to a communicable disease	*Not Verified*
Rule: 3301-32:08 Communicable disease chart	*Compliant*

Rule: 3301-32:03 Maximum group by age group exceeded	*Compliant*
Rule: 3301-32:03 Second adult requirements	*Compliant*
Rule: 3301-32:03 Administrator onsite time	*Compliant*
Rule: 3301-32:03 Annual orientation training requirement	*Compliant*
Rule: 3301-32:03 Individual used in ratio	*Compliant*
Rule: 3301-32:03 Maintaining Ohio Professional Registry Profile	*Compliant*
Rule: 3301-32:03 Staff minimum requirements	*Compliant*
Rule: 3301-32:03 Licensing orientation training	*Compliant*
Rule: 3301-32:03 In-service hour requirement	*Compliant*
Rule: 3301-32:09 Written discipline policy requirements	*Not Verified*
Rule: 3301-32:09 Staff receive discipline policy	*Not Verified*
Rule: 3301-32:10 Transportation policies	*Not Verified*
Rule: 3301-32:05 Written curriculum requirements	*Not Verified*
Rule: 3301-32:05 Equitable activities, materials and equipment	*Compliant*
Rule: 3301-32:03 Medication administration training	*Not Verified*
Rule: 3301-32:03 Annual in-service requirements	*Compliant*
Rule: 3301-32-03 Approved trainer requirements	*Not Verified*
Rule: 3301-32:04 Annual fire inspection	*Compliant*

Rule: 3301-32:04 Indoor space	*Compliant*
Rule: 3301-32:09 Written discipline policy: Exclusions	*Not Verified*
Rule: 3301-32:09 Discipline restrictions	*Not Verified*
Rule: 3301-32:07 Policies for providing meals	*Not Verified*
Rule: 3301-32:09 Staff responsibility for discipline	*Not Verified*
Rule: 3301-32:07 Personnel trained in sanitary procedures	*Not Verified*
Rule: 3301-32:11 Use of prohibited disciplinary techniques	*Not Verified*
Rule: 3301-32:05 Written curriculum: Adapted for children with disabilities	*Not Verified*
Rule: 3301-32:05 Materials and equipment	*Compliant*
Rule: 3301-32:06 Individual child registration	*Compliant*
Rule: 3301-32-06 Individual child injury report	*Not Verified*
Rule: 3301-32-06 Injury report log	*Not Verified*
Rule: 3301-32-06 Individual child transportation plan	*Not Verified*
Rule: 3301-32-06 Individual child medical needs	*Not Verified*
Rule: 3301-32-06 Attendance records	*Compliant*
Rule: 3301-32:07 Snack served from two of the five basic food groups	*Compliant*
Rule: 3301-32:07 Program meal and snack policies and requirements	*Not Verified*
Rule: 3301-32:07 Menu requirements	*Compliant*

Rule: 3301-32:07 Handwashing	*Compliant*
Rule: 3301-32:07 Special dietery needs	*Not Verified*
Rule: 3301-32:07 Program personnel informed of children's allergies	*Compliant*
Rule: 3301-32:07 Safe drinking water	*Compliant*
Rule: 3301-32:07 Food served	*Compliant*
Rule: 3301-32:07 Safe food storage	*Compliant*
Rule: 3301-32:07 Screen time during meal or snack time	*Not Verified*
Rule: 3301-32:07 USDA Sponsor Violation	*Not Verified*
Rule: 3301-32:07 Parent provided snack requirements	*Not Verified*
Rule: 3301-32:08 Children observed for communicable disease upon arrival	*Not Verified*
Rule: 3301-32:08 Communicable Disease Policy: Symptoms of illness for isolation and discharge	*Not Verified*
Rule: 3301-32:08 Communicable Disease Policy: Ill child isolation requirements	*Not Verified*
Rule: 3301-37:10 Discipline policy/ behavior management communication and written consent to parent	*Not Verified*
Rule: 3301-32:10 Program policies	*Not Verified*
Rule: 3301-32:10 Staff/parent communication	*Not Verified*
Rule: 3301-32:10 Field trip policies	*Not Verified*
Rule: 3301-32:10 Program evaluation	*Not Verified*
Rule: 3301-32:10 Staff record policies	*Not Verified*

Rule: 3301-32:10 Volunteer policies	*Not Verified*
Rule: 3301-32:10 Nondiscrimination policies	*Not Verified*
Rule: 3301-32:10 Parent handbook	*Not Verified*
Rule: 3301-32:10 Staff policies	*Not Verified*
Rule: 3301-32:10 Child Data Privacy	*Not Verified*