Department of Education
Department of Job and Family Services

Center Complaint Inspection Summary Report

All licensed child care programs are inspected at least once each year. Non-compliances are documented and grouped as Serious, Moderate or Low risk violations. Documenting statements and supplemental information may be included in this report. Licensing inspection reports from the previous three years can be viewed on the child care website at http://jfs.ohio.gov/CDC/childcare.stm. This includes complaint investigation reports with substantiated allegations. For any other child care records, please contact the Child Care Help Desk at 1-877-302-2347, option 4.

Program Details		
Program Name Young Explorers Twinsburg	Program Number 2230028858	Program Type Child Care Center
Address 8903 Twin Hills Parkway Twinsburg OH 44087		County SUMMIT

Inspection Information			
Inspection Type Complaint		Inspection Scope Partial	Inspection Notice Unannounced
Reviewer(s) AQILA BROWN	Inspection Day 04/11/2024	Begin Time 9:00 AM	End Time 12:11 PM

Summary of Findings				
No. Rules Verified	No. Rules with Non-compliances	No. Serious Risk	No. Moderate Risk	No. Low Risk
4	4	0	1	3

Staff-Child Ratios at the Time of Inspection			
Group	**Age Group/Range**	**Ratio Observed**	**Comment**
Knights	30 months to < 36 months	2 to 15	
Pioneers	3 years to < 4 years	2 to 15	
Cadets	0 to < 12 months	2 to 11	
Scouts	0 to < 12 months	2 to 12	
Sailors	12 months to < 18 months	2 to 10	
Vikings	18 months to < 30 months	2 to 9	
Pirates	3 years to < 4 years	2 to 21	
Navigators	3 years to < 4 years	2 to 12	
Buccaneers	3 years to < 4 years	2 to 19	
Captains	18 months to < 30 months	1 to 7	
Voyagers	3 years to < 4 years	2 to 17	

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Complaint Allegations

If a program disagrees with a licensing finding, the program may request a review of the finding(s). Ohio Administrative Code 5101:2-12-03 and 5101:2-13-03 detail the process for submitting a request for review. 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 or moderate risk non-compliance is cited.

Domain:01 Ratio & Supervision

Rule: 5101:2-12-18 Ratio
Code: The program is required to maintain the appropriate staff to child ratio for each group served.

Allegation: The program is out of ratio.

Determination: Substantiated

Findings: During the inspection, required staff/child ratios were not maintained for different groups on multiple occasions, as noted below:

The ratio determined for the Infant group was 1 Child Care Staff Member for 12 children. Additionally, a ratio of 1 Child Care Staff Member for 9 children was determined for the toddler group and a ratio of 1 Child Care Staff Member for 17 children for the preschool group.

Additional staff members must be hired or current Child Care Staff Members must be rescheduled to maintain compliance. 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.

Risk Level: Moderate

Corrective Action Plan Due: 05/11/2024

Domain:01 Ratio & Supervision

Rule: 5101:2-12-18 Group Size
Code: The program is required to have a signed transitioning agreement in the child's file and transitioning classrooms.

Allegation: There are no transition agreements on file for transitioning children.

Determination: Substantiated

Findings: During the inspection, it was determined that children were being transitioned into another group without meeting the requirement listed in numbers 1 below:

1. A signed transition agreement between the parent and center.
2. Copies of the agreement available in the classrooms.

Each transitioning child must have a transition agreement between the parents/guardians and the program staff, which is available in the classrooms. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Risk Level: Low

Corrective Action Plan Due: 05/11/2024

Domain:10 Written Policies & Procedures

Rule: 5101:2-12-07 Written Program Policies and Procedures
Code: The program's handbook is required to be available at the program and must be given to all parents and employees.

Allegation: Parents are not receiving handbooks.

Determination: Substantiated

Findings: During the inspection, it was determined that written policies and procedures listed in appendix B of this rule, or revisions, were not provided as noted in number 1 below:

1. A copy of the written policies and procedures was not given to at least one parent.
2. A copy of the written policies and procedures was not given to at least one employee.
3. The written policies and procedures were not available at the program.

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

Risk Level: Low

Corrective Action Plan Due: 05/11/2024

Summary of Additional Non-Compliances

Serious Risk Non-Compliances

No Additional Serious Risk Non-Compliances were observed during this inspection

Moderate Risk Non-Compliances

No Additional Moderate Risk Non-Compliances were observed during this inspection

Low Risk Non-Compliances

Domain:09 Children's Files

Rule: 5101:2-12-15 Child Medical and Enrollment Records
Code: The program is required to use the updated JFS 01234 "Child Enrollment and Health Information For Child Care" .

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 JFS 01234 “Child Enrollment and Health Information For Child Care”, as required, for the items in number 13 below.

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

Technical assistance was provided at the time of the inspection, and as discussed, please correct this rule noncompliance. A written response for this rule noncompliance is required at this time. Please submit a corrective action plan verifying compliance with this rule.

Corrective Action Plan Due: 05/11/2024