



Department of
Job and Family Services

John R. Kasich, Governor
Cynthia C. Dungey, Director

TO: The Honorable John R. Kasich
Governor, State of Ohio

The Honorable Larry Obhof
President, Ohio Senate

The Honorable Cliff Rosenberger
Speaker, Ohio House of Representatives

The Honorable Kenny Yuko
Minority Leader, Ohio Senate

The Honorable Fred Strahorn
Minority Leader, Ohio House of Representatives

FROM: Kara B. Wentz, Deputy Director
Office of Family Assistance

SUBJECT: Annual Child Care Licensing Report – State Fiscal year 2017

DATE: December 19, 2017

As required in Ohio Revised Code 5104.04(H), attached is a copy of the *Annual Child Care Licensing Report*, for State Fiscal Year 2017.

This report highlights the work accomplished by the child care licensing bureau within the Ohio Department of Job and Family Services (ODJFS). The report is a detailed analysis of the number and types of licensed facilities in Ohio, the number and types of inspections conducted and the inspection results for ODJFS licensed facilities.

During State Fiscal Year 2017, ODJFS licensing staff conducted 8,273 inspections for centers and Type A Homes. This report provides a comprehensive summary of the type and frequency of rule violations cited during the inspections.

ODJFS provides continual technical assistance and professional development to licensed facilities and prospective individuals who wish to own and operate a child care business. Facilities that have repetitive violations that do not improve as a result of technical assistance may be recommended for enforcement.

Should you have any comments, questions or need clarification regarding this report, please contact David Frash, Deputy Director of the Office of Legislation, at (614) 644-0801.

30 East Broad Street
Columbus, Ohio 43215
jfs.ohio.gov

An Equal Opportunity Employer and Service Provider



**CHILD CARE
LICENSING REPORT
STATE FISCAL YEAR 2017**

Office of Family Assistance

Table of Contents

Introduction.....	4
Inspection Overview.....	5
Child Care Centers and Type A Homes.....	6
Provider Technical Assistance.....	7
Program Activity	8
Enrollment	9
Inspection Overview	10
Summary of Compliance Findings.....	11
Detailed Compliance Findings.....	12
Licensure/Approval Findings	12
Children's Records Findings.....	12
Space/Program Findings.....	13
Infant/Toddler Care Findings.....	13
Classroom Findings.....	14
Staff Requirements Findings	15
Food/Nutrition Findings	15
Emergency Planning Findings.....	16
Program Policy Findings	16
Staffing/Attendance Findings.....	17
Summary of Serious Risk Noncompliance Findings	18
Complaints	19
Type B Homes.....	20
Program Activity	21

Enrollment	22
All Licensed Programs.....	23
Enforcement	23
Incident/Injury Management.....	24
Step Up To Quality.....	25
Other Bureau Activities	26
Day Camp Criminal Background Check Compliance Review	26
Reports of Alleged Illegally Operating Child Care	27

Introduction

The Annual Child Care Licensing Report provides information regarding the licensing activities and inspections performed by the Ohio Department of Job and Family Services (ODJFS), Office of Family Assistance, Bureau of Child Care Licensing and Monitoring, as required by Section 5104.04 of the Ohio Revised Code:

“The department shall prepare an annual report on inspections conducted under this section. The report shall include the number of inspections conducted, the number and types of violations found, and the steps taken to address the violations. The department shall file the report with the governor, the president and minority leader of the senate, and the speaker of the house of representatives on or before the first day of January of each year, beginning in 1999.”

The data in this report outlines licensing activities during state fiscal year (SFY) 2017, between July 1, 2016, and June 30, 2017, for licensed child care centers, Type A Homes and Type B Homes. A child care center is defined as any place that is not the permanent residence of the licensee or administrator in which child care is provided, with or without compensation, for seven to 12 children at one time, or any place in which child care is provided for 13 or more children at one time. A Type A Home is defined as a residence of a child care provider in which care is provided for seven to 12 children. A Type B Home is defined as a residence of a child care provider in which care is provided for one to six children. Detailed inspection information is available at childcaresearch.ohio.gov.

Inspection Overview

The Bureau of Child Care Licensing and Monitoring is managed by a bureau chief, who oversees all bureau operations. The regional and central offices have a total of 10 supervisors and 94 child care licensing specialists, who are in five regional offices – in Akron, Cleveland, Columbus, Dayton and Toledo – and a central office in Columbus. The 88 county department of job and family services agencies monitor Type B Homes and began monitoring Type A Homes in December 2016.

Child care centers, Type A Homes and Type B Homes are inspected by state and county licensing specialists to assess whether minimum health and safety standards are being met, as required in Ohio Revised Code 5104 and Ohio Administrative Code 5101: 2-12 and 5101: 2-13. An announced initial pre-licensing inspection is completed for newly licensed programs. Once licensed, programs are issued a one-year provisional license. If the program demonstrates full compliance, the provisional license may be amended to a non-expiring continuous license. Programs must receive one unannounced inspection each year after the initial license is approved. Child care centers receive at least one inspection each year and may receive additional inspections based on compliance at the first inspection. Type A Homes and Type B Homes receive two inspections each year. In addition to routine inspections, licensing specialists investigate complaints regarding rule violations in licensed programs.

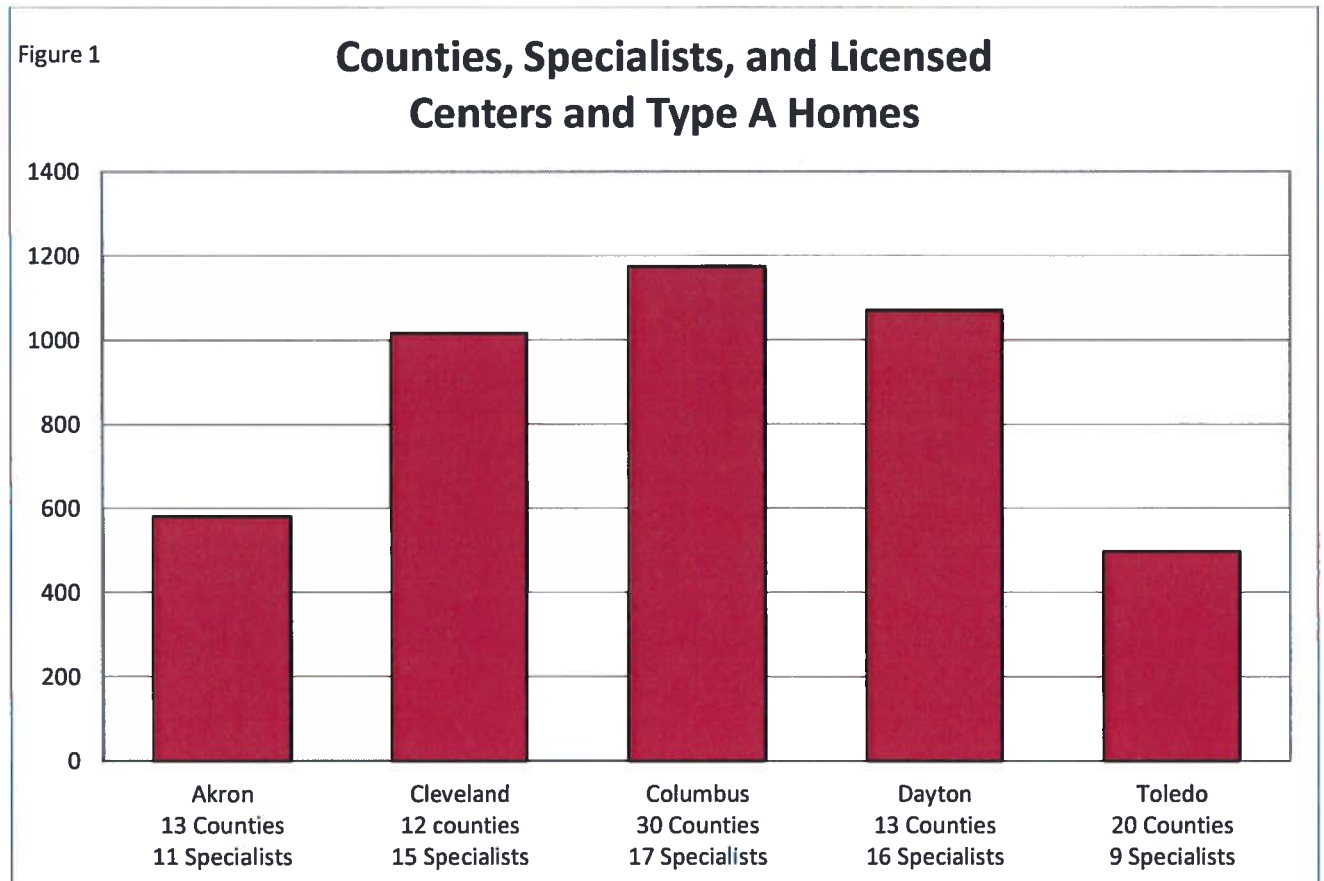
During on-site inspections, licensing specialists document findings in a mobile software application, known as the Ohio Child Licensing and Quality System. This application allows the licensing specialists to generate reports with details of the on-site inspections. At the conclusion of each inspection, the licensing specialist conducts an exit interview and forwards a copy of the inspection report, which describes areas determined to be compliant and noncompliant. Programs determined to be noncompliant must submit a corrective action plan explaining the actions they will take to become compliant.

At the end of SFY 2017, Ohio had 7,247 licensed child care programs, which included 4,138 child care centers, 228 Type A Homes and 2,881 Type B Homes.

Child Care Centers and Type A Homes

During SFY 2017, ODJFS licensing specialists successfully performed 8,273 inspections, licensed 273 new programs, and provided ongoing technical assistance and training to child care centers and Type A Homes in support of promoting quality care to Ohio's children.

Figure 1 reflects the number of ODJFS licensing specialists, counties and licensed child care centers and Type A Homes by region who conduct center and Type A Home inspections.



Provider Technical Assistance

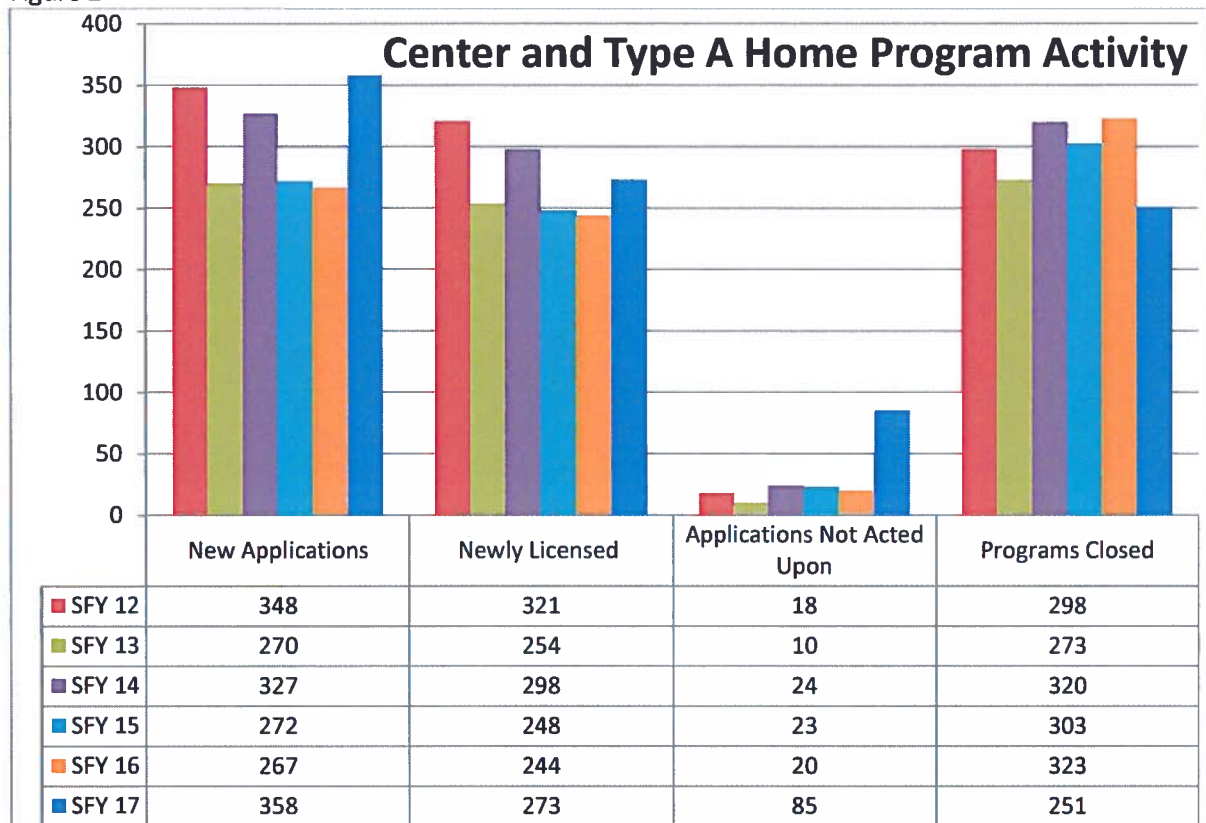
In addition to monitoring and facilitating compliance through inspections and complaint investigations, licensing specialists offer technical assistance and training to the child care community to promote quality child care in Ohio. Technical assistance consists of providing suggestions for reaching or maintaining compliance with minimum health and safety requirements, as well as recommendations for exceeding minimum licensing requirements. Staff regularly conduct trainings with new programs and administrators on methods to achieve and maintain health, safety and licensing standards. During SFY 2017, 1,822 program administrators and staff participated in 36 administrator rule training sessions, and 425 prospective providers participated in 23 in person pre-licensing orientation trainings. In January 2017, an online pre-licensing orientation training was offered, and 624 prospective providers completed it.

Program Activity

During SFY 2017, the Bureau of Child Care Licensing and Monitoring received 358 new applications for child care center and Type A Home licenses, compared to 267 in SFY 2016. Of the 358 applications, ODJFS licensed 273 programs. The remaining 85 applicants either chose to withdraw or were pending at the end of SFY 2017.

Figure 2 compares the number of applications received, programs licensed and programs closed over a five-year period for child care centers and Type A Homes. Most often, programs cease operations due to voluntarily closing, relocating or changing ownership. An “application not acted upon” is an application that does not include all the required components, such as payment of the licensing fee or the required documentation.

Figure 2



*New applications do not equal the number of newly licensed programs and applications not acted upon because applications are valid for a one-year period, which may extend between two state fiscal years.

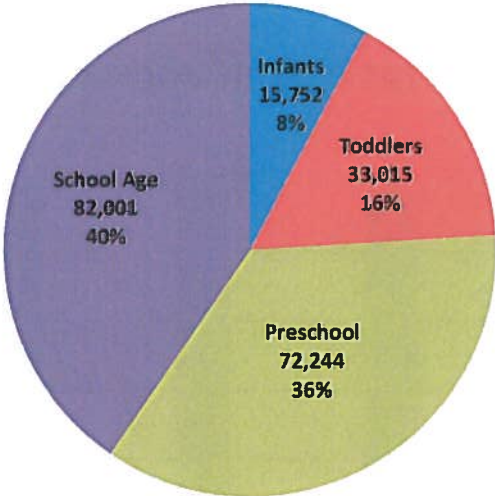
Enrollment

Ohio’s licensed child care centers and Type A Homes had the capacity to serve 203,012 infants, toddlers, preschool and school-age children.

Figure 3 depicts the number of children enrolled by age group.

Figure 3

**Center and Type A Home Enrollment by Age Group
(Includes private pay and publicly funded children)**

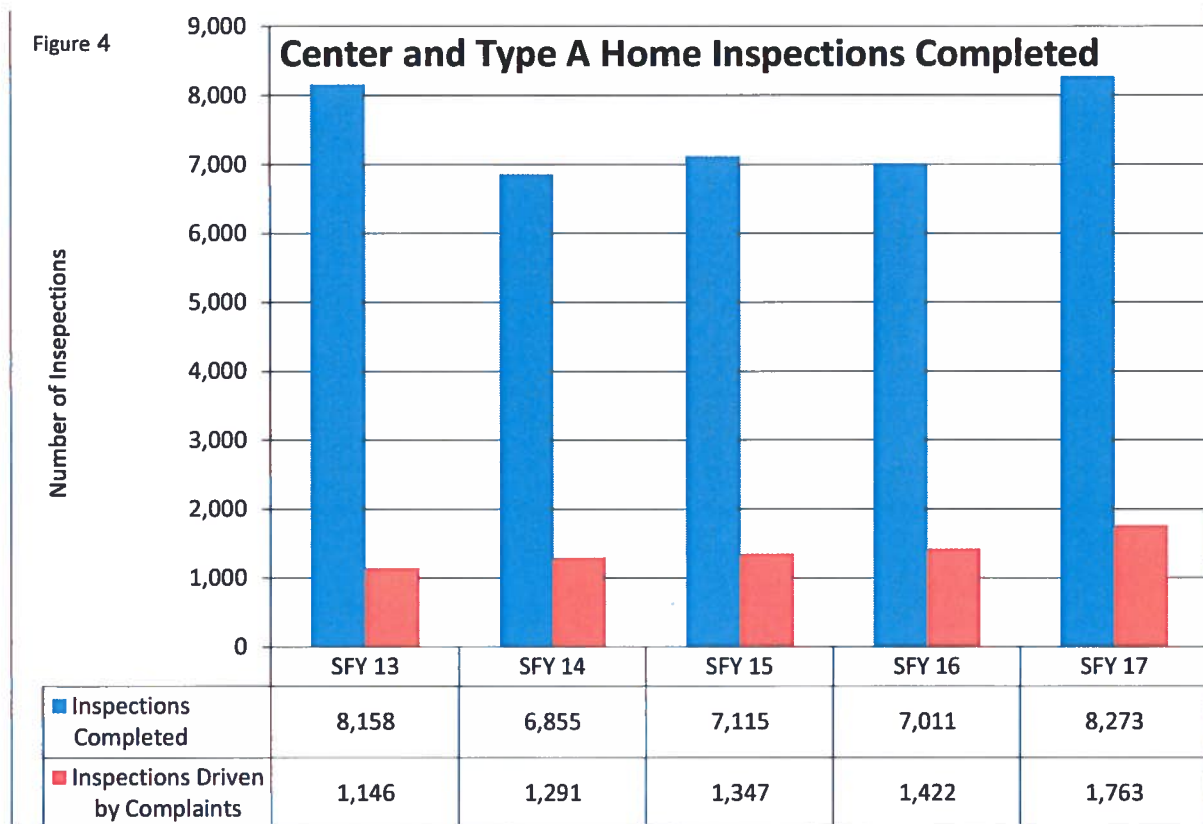


Inspection Overview

In SFY 2017, licensing specialists completed 8,273 inspections in licensed child care centers and Type A Homes in Ohio. Of those inspections, 1,763 were initiated due to complaints.

All child care centers receive one inspection during the first half of the state fiscal year and additional inspections during the year if the program was cited for serious violations. This inspection model allows licensing specialists to increase training, technical assistance and monitoring for programs that have serious compliance issues. Type A Homes receive two inspections each year.

Figure 4 illustrates the number of inspections completed during each of the past five state fiscal years, along with the number of complaint investigations.



Summary of Compliance Findings

During on-site inspections, licensing specialists verify program compliance with licensing rules by making observations, conducting interviews and reviewing documentation. If an inspection identifies multiple violations of a rule, the program is cited for that noncompliance only once.

The following table illustrates the most frequent rule violations cited during SFY 2017. To help programs achieve compliance, licensing specialists provide technical assistance by explaining the intent of the rule, suggesting best practices to achieve compliance, providing training and conducting additional monitoring inspections as necessary.

Rules Most Often Cited as Out of Compliance	
Rule	Total Number of Violations Determined in SFY 2017
Statement of Non-Conviction and Criminal Records Check (Bureau of Criminal Identification and Investigations/Federal Bureau of Investigation background checks)	4,725
Child Medical/Enrollment Records	4,673
Employee Records (No employee file, no orientation documentation, no medical statement)	3,753
Safe Indoor Equipment/Environment	3,359
Attendance	2,135
Sanitary Indoor Equipment/Environment	2,066
Administration of Medication	1,952
Persons Trained in First Aid/CPR; Prevention, Recognition and Management of Communicable Disease; and Child Abuse Recognition	1,675
Program Medical/Dental/General Emergency Plan	1,388
Care Plan for Children with Health Conditions	1,245
Total	26,971

Detailed Compliance Findings

The following tables indicate the number of rule violations documented in SFY 2017 for child care centers and Type A Homes, grouped by category and with a brief description of the most common findings.

Licensure/Approval Findings

Programs must have a valid license to operate a facility that serves more than six children at any time. Additionally, programs must secure and retain inspection approvals in the areas of building standards, fire prevention and food service safety. Programs are required to give licensing specialists access to their facilities to conduct inspections. Programs must adhere to the capacity approved with their license or request a change in licensure for additional capacity. The program’s license and all inspection reports for the last two years are required to be posted in the program’s building for review.

Licensure/Approval Findings	
Rule Violation	2017 Findings
Fire Department Approval	247
Building Approval	126
License Capacity	121
Food Service Licensure/Food Catered	85
Facility Access/Falsification/Misleading Statements	12
Inspection/Investigation Rights	5
Total	596

Children’s Records Findings

Programs are determined to be noncompliant when new or updated medical statements and health and enrollment records are unavailable for review for each child. Programs also are determined to be noncompliant when records are incomplete. Records required to be on file include emergency contact numbers, detailed immunization records, lists of allergies, documentation of medications currently being administered, a list of any chronic physical problems and, if applicable, plans provided by parents or guardians explaining how to address their children’s health conditions.

Children’s Records Findings	
Rule Violation	2017 Findings
Medical/Enrollment Records	4,673
Care Plan for Children with Health Conditions	1,245
Total	5,918

Space/Program Findings

The minimum requirement for indoor floor space is 35 square feet per child. A frequent noncompliance is the use of an area that has not been approved for child care. Noncompliance in the category of outdoor equipment indicates the outdoor play environment poses a safety risk, such as an inadequate fall surface or equipment in need of repair. Noncompliances in the categories of Transportation Procedural Requirements and Transportation/Driver Requirements often indicate the necessary paperwork for the driver is not on file, the mandatory fire drills were not conducted or documented, or the necessary automotive service excellence/certified mechanic safety inspection was not completed.

Space/Program Findings	
Rule Violation	2017 Findings
Outdoor Play Equipment	898
On-site Outdoor Play Space	883
Transportation Procedural Requirements	794
Transportation/Driver Requirements	707
Outdoor Play Fall Surface	576
Transportation/Vehicle Requirements	427
Separation of Infants and Toddlers Under 2½ years	125
Smoke-Free Environment	52
Evening and Overnight Care	37
Swimming and Water Safety	33
Indoor Floor Space	23
Parks/Indoor Play Space	10
Total	4,565

Infant/Toddler Care Findings

Programs that provide care to infants and toddlers are required to offer activities that are suitable to the ages and abilities of the children in care. Common noncompliances include failure to practice hand washing and basic precautions when preparing bottles and diapering infants and toddlers, and all cribs not meeting the Consumer Product Safety Commission standards.

Infant/Toddler Care Findings	
Rule Violation	2017 Findings
Infant Food/Formula	855
Cribs	755
Hand Washing and Basic Precautions	572
Diapering and Toilet Training	364
Infant Daily Program	290
Infant Caregiver	91
Total	2,927

Classroom Findings

This category includes a wide range of rules, from “Safe Indoor Equipment/Environment” to “Care and Nurturing of Children,” which requires that staff be responsible for the well-being and safety of each child in care and for meeting each child’s basic needs. Some common noncompliant findings in this category are play equipment in need of repair, cleaning supplies or chemicals that are accessible to children, and insufficient staff-to-child ratios.

Classroom Findings	
Rule Violation	2017 Findings
Safe Indoor Equipment/Environment	3,359
Sanitary Indoor Equipment/Environment	2,066
Medical/Dental/General Emergency Plan	1,388
Staff/Child Ratios	1,084
Supervision	778
Equipment/Materials	721
Programming Environment	631
Group Size	505
Care/Nurturing of Children	268
Cots	260
Child Guidance/Management	175
Tooth Brushing	44
Total	11,279

Staff Requirements Findings

Many violations in this category are the result of programs not having the required documentation available for review. Examples include employee medical records, criminal records check verifications and proof of in-service training.

Staff Requirements Findings	
Rule Violation	2017 Findings
Statement of Non-Conviction and Criminal Records Check	4,725
Employee Records	3,753
Persons Trained in First Aid/CPR; Prevention, Recognition and Management of Communicable Disease; and Child Abuse Recognition and Prevention	1,675
In-Service Training	1,367
Child Care Staff Educational Requirements	1,124
Administrator Responsibilities/Time On-Site	263
Administrator Qualifications	174
Total	13,081

Food/Nutrition Findings

Programs are required to ensure that all meals for children, whether they are provided by the program or by parents, meet minimum U.S. Department of Agriculture nutritional standards. Posting a menu provides parents and guardians with information about the meals served each day. A common noncompliance in this category is that posted menus do not reflect what is actually served by the program.

Food/Nutrition Findings	
Rule Violation	2017 Findings
Menus	644
Requirement for Meals/Snacks	288
Infant Formula and Toddler Milk	205
Food Safety and Sanitation	141
Requirement for Food Provided by Parents	53
Interval of Meals/Snacks	10
Total	1,341

Emergency Planning Findings

When a child becomes ill, has an accident, or requires first aid or medical treatment while in care, the program is required to complete an incident/injury report and provide a copy to the parent, guardian or other individual picking up the child. Programs are also required to have a first aid kit available in the event of accidents or emergencies. One common noncompliance in this category is first aid kits that are missing such required items as bandages or thermometers. Another common noncompliance occurs when programs fail to report serious incidents and injuries. These are defined as situations in which a child requires emergency medical treatment, professional consultation or transportation for emergency treatment. Serious incidents and injuries are required to be reported to ODJFS.

Emergency Planning Findings	
Rule Violation	2017 Findings
First Aid Supplies/Procedures	1,108
Incident/Injury Reporting	238
Total	1,346

Program Policy Findings

Program policies and procedures must be provided to parents, guardians and employees of each program. If a program chooses to administer medication, proper procedures must be followed to ensure the safety of the child. Noncompliances in this category typically are the result of incomplete medication paperwork or the program not following its written procedures.

Program Policy Findings	
Rule Violation	2017 Findings
Administration of Medicine	2,428
Program Information/ Policies/Procedures	474
Management of Illness	140
Total	3,042

Staffing/Attendance Findings

Daily attendance records help ensure that children are properly supervised and tracked. Child care staff members are responsible for maintaining these records and for knowing the whereabouts of the children in their care at all times. Noncompliances in this area occur when children's names are not included on rosters, when staff members fail to note a child's arrival or departure, or when an insufficient number of staff members are present to supervise children.

Staffing/Attendance Findings	
Rule Violation	2017 Findings
Attendance Records	2,135
Second Adult	64
No Substitute Staff	48
Children Combined When No More than 12 Children on Premises /Lowest Child Ratio Must Be Used	37
Total	2,284

Summary of Serious Risk Noncompliance Findings

Serious Risk Noncompliances (SRNCs) are child care rule violations that may lead to the greatest risk of harm, immediately endanger the health and safety of children while in care, and/or cause death. A SRNC must be observed, not inferred, by the licensing specialist. The table below demonstrates the most frequently cited SRNC rule violations for centers and Type A Homes.

Child Care Center SRNC Rules Most Often Cited as Out of Compliance	
Rule	Total Number of Violations Determined in SFY 2017
Staff/Child Ratios Statement of Nonconviction and Criminal Records Checks	722
Statement of Nonconviction and Criminal Records Checks	412
Care of Children with Health Conditions	317
Administration of Medication	307
Safe and Sanitary Equipment and Environment	259
Outdoor Play Requirements Transportation and Field Trip Safety	179
Transportation and Field Trip Safety	116
Cribs	96
Building Approval	71
Fire Department Approval	65
Total	2,544

Complaints

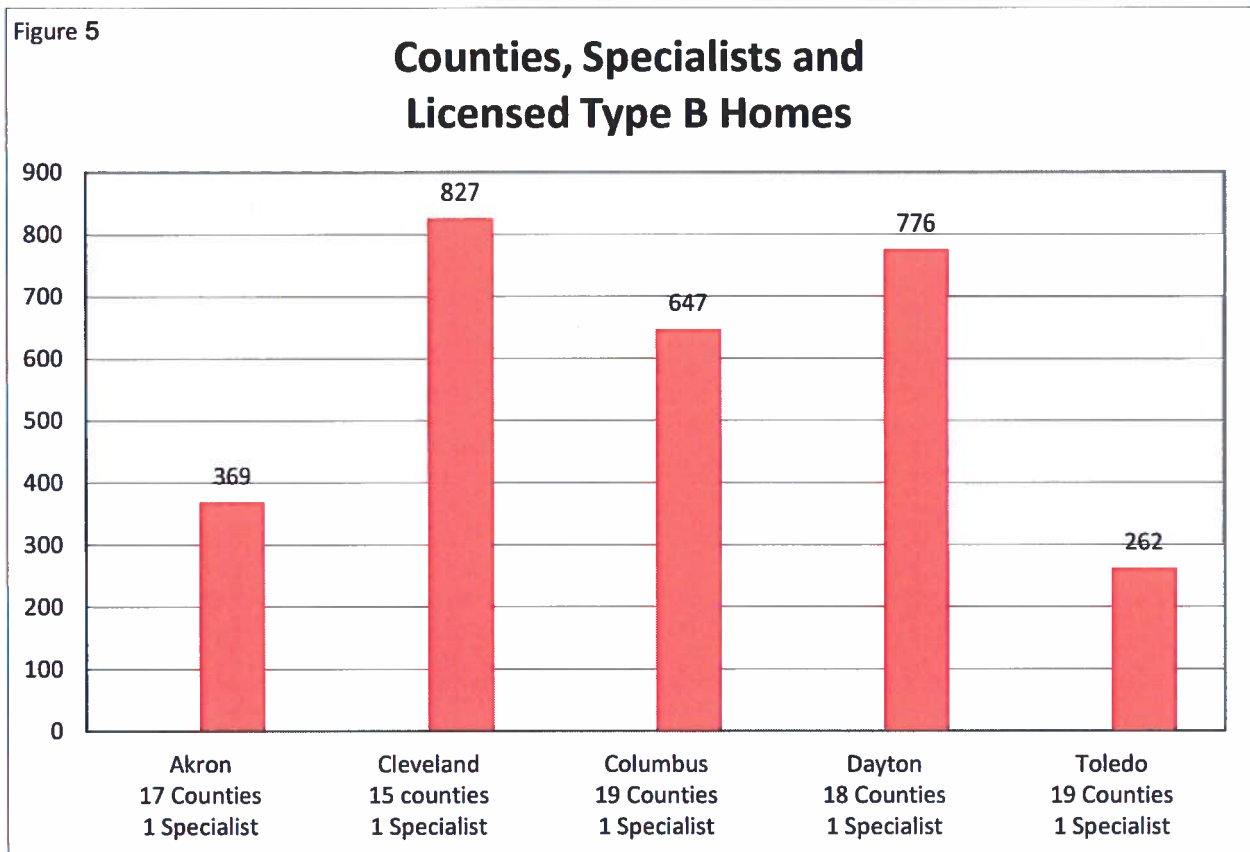
ODJFS and county agencies are mandated to investigate health and safety complaints regarding alleged violations of Ohio's licensing regulations. In SFY 2017, ODJFS completed 1,763 complaint investigations of child care centers and Type A Homes. After completing an investigation, the licensing specialist decides if the allegation is substantiated, unsubstantiated or unable to be determined for each allegation. A substantiated allegation is one in which there is enough evidence to support the allegation. An unsubstantiated allegation is one in which there is clear evidence that the allegation was false or did not occur. An allegation deemed "unable to be determined" means that the specialist could not determine whether the allegations was true or false.

On occasion, complaints are received that allege child abuse or neglect. These allegations are investigated jointly by ODJFS or the county agency and the county public children services agency (PCSA). In SFY 2017, 22 allegations of child abuse and neglect were substantiated by local PCSAs in child care centers, Type A Homes and Type B Homes.

Type B Homes

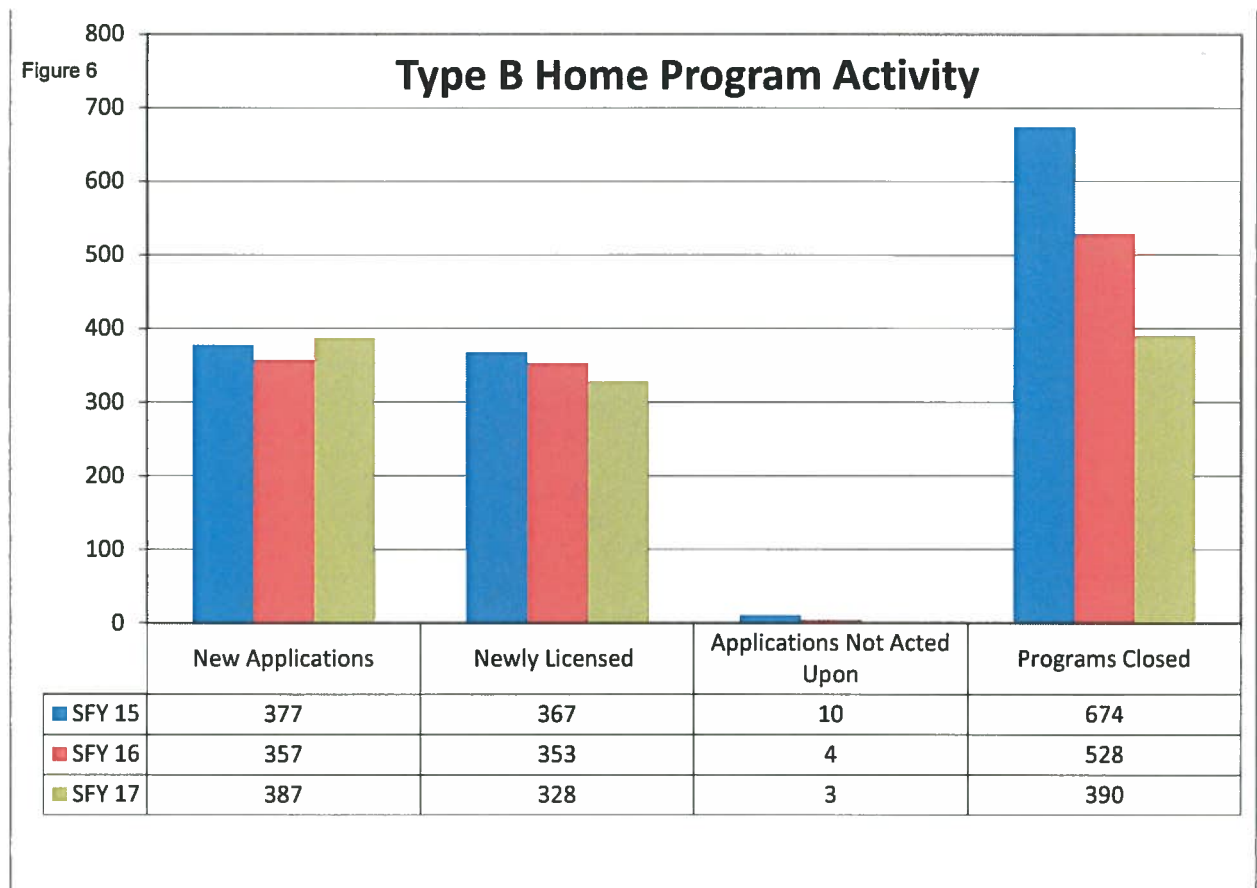
The Type B Home monitoring unit is responsible for reviewing and accepting or denying licensing recommendations from county departments of job and family services. It also conducts Step Up To Quality verification of Type B Home providers. The Type B Home monitoring unit consists of one licensing supervisor and two application specialists in the Columbus central office and one licensing specialist in each of the five regional offices. They can recommend that an initial application be approved or denied, that a provider location should be changed, that a license should be revoked, or that a program should be closed. In addition, the unit monitors county agencies to assess their compliance with Type B Home child care regulations, by conducting on-site file audits and accompanying county staff on inspections to observe inspection practices and provide technical assistance.

Figure 5 reflects the number of counties assigned to each regional ODJFS licensing specialist and the number of licensed Type B Homes in those regions.



Program Activity

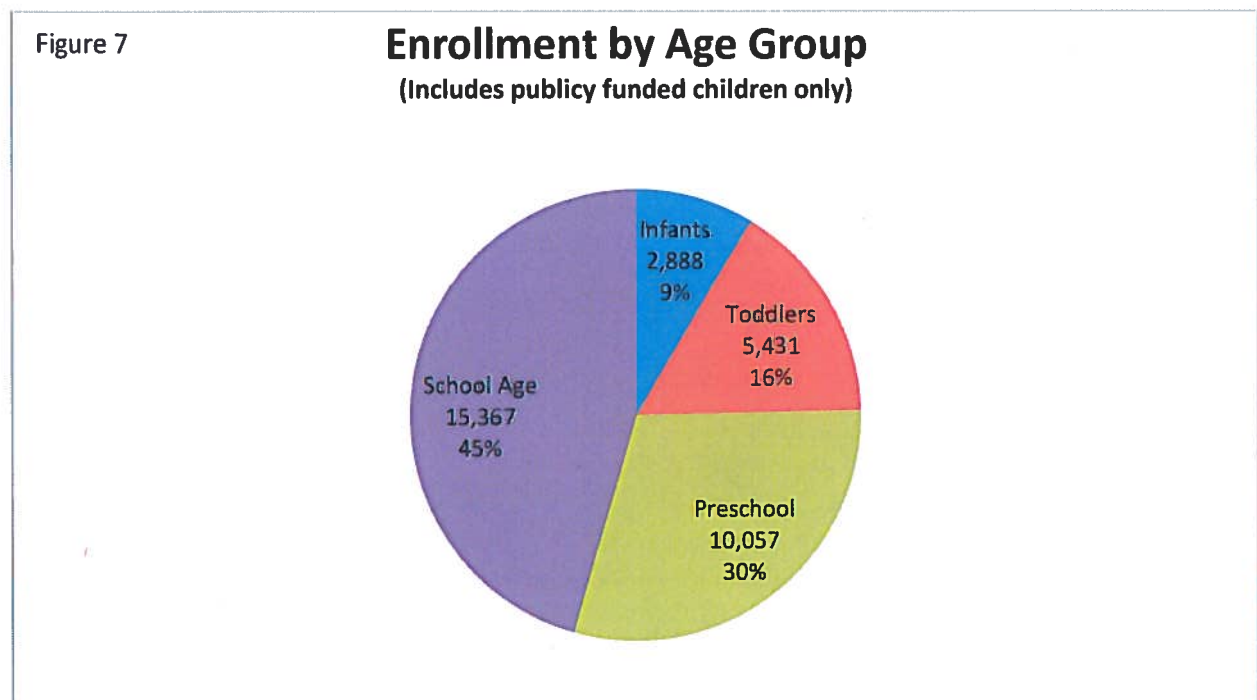
Figure 6 shows the number of Type B Home applications received and the number of Type B Homes licensed and closed in SFY 2017. Most often, Type B Homes close voluntarily or because of relocation. An application not acted upon is an application that does not include all the required components or paperwork.



Type B Home Enrollment

At the end of SFY 2017, Ohio's licensed Type B Homes had the capacity to serve 18,205 infants, toddlers, preschoolers and school-age children in 2,881 licensed programs. Those programs served 33,743 children in the publicly funded child care program. Type B Homes appear to have served more children than capacity because many offer multiple shifts throughout the day. Data regarding children in Type B Home care who paid privately was unavailable.

Figure 7 depicts the number of children enrolled in Type B Home care by age group.



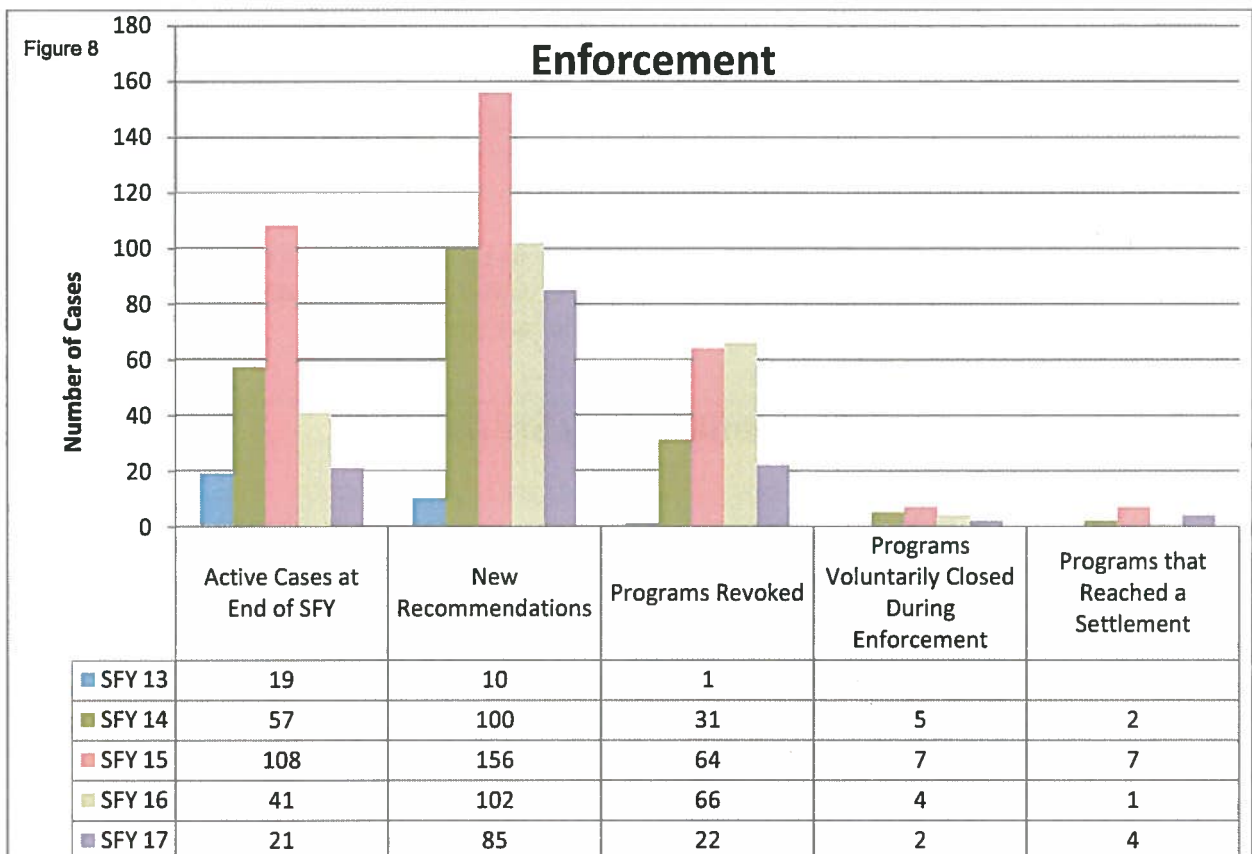
All Licensed Programs

Enforcement

Licensed programs are mandated to submit corrective action plans outlining the methods that will be used to correct violations. Corrective action plans are followed by technical assistance, training and varying degrees of monitoring, including unannounced inspections by licensing specialists. As a last resort for programs that fail to achieve and maintain compliance, ODJFS may revoke the program’s license, pursuant to Ohio Revised Code chapters 119 and 5104.

At the end of SFY 2017, ODJFS had 41 active enforcement cases in which license revocation was recommended. Over the course of the year, 70 programs were closed as a result of license revocation or enforcement activities in which settlement agreements were reached.

Figure 8 shows the number of active enforcement cases for SFY 2013 through 2017. The number of enforcement cases in SFY 2014 increased because of the addition of Type B Homes, which previously were not included.



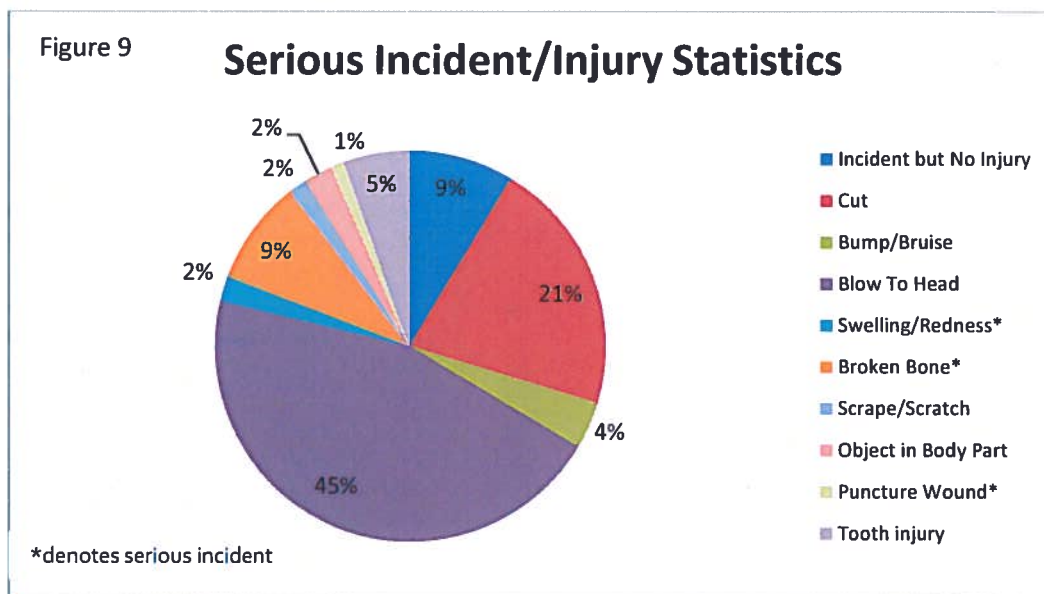
Incident/Injury Management

Mandated incident/injury reporting allows ODJFS to collect data and identify patterns related to when and why children are injured in child care settings. It also allows trends to be analyzed and recommendations to be made for improved incident/injury prevention strategies.

ODJFS and county agencies received 2,239 reports of incidents and injuries in licensed child care centers, Type A Homes and Type B Homes during SFY 2017. The Ohio Administrative Code (OAC) defines a serious incident or injury as “an unusual or unexpected event which jeopardizes the safety of children or staff: an incident, injury or illness resulting in a limitation in the child's activity; medical attention/intervention is necessary (beyond basic first aid by staff); child is taken home/medical office/hospital.” Child care centers, Type A Homes and Type B Homes are required to notify ODJFS or the county agency of all serious incidents and injuries, as well as the death of a child while in care and any unusual or unexpected events that may jeopardize children’s health or safety. All incident/injury reports that are determined to meet the definition of a serious incident are entered into a database. Programs may also submit reports for incidents that may not meet the OAC definition of serious. The three most frequent types of non-serious injuries reported in SFY 2017 were non-injury-related incidents, bump/bruise related injuries and minor cuts.

Licensing specialists investigate all incident and injury reports associated with a complaint and follow up with the center, Type A or Type B Home to ensure compliance with health and safety requirements. Programs are required to submit corrective action plans to explain how the violations will be corrected, and the licensing specialist then monitor the programs to ensure that the plans are implemented. Additionally, licensing specialists provide technical assistance to programs so they can prevent future incidents and injuries. In SFY 2017, centers reported 2,190 serious incident or injury reports, Type A Homes reported 30, and Type B Homes reported 19.

Figure 9 depicts the top 10 most frequently reported incidents by injury type in SFY 2017. Some incidents may be counted more than once if more than one injury occurred during the incident. In SFY 2017, there was one report of a child death while in the care of a child care center.

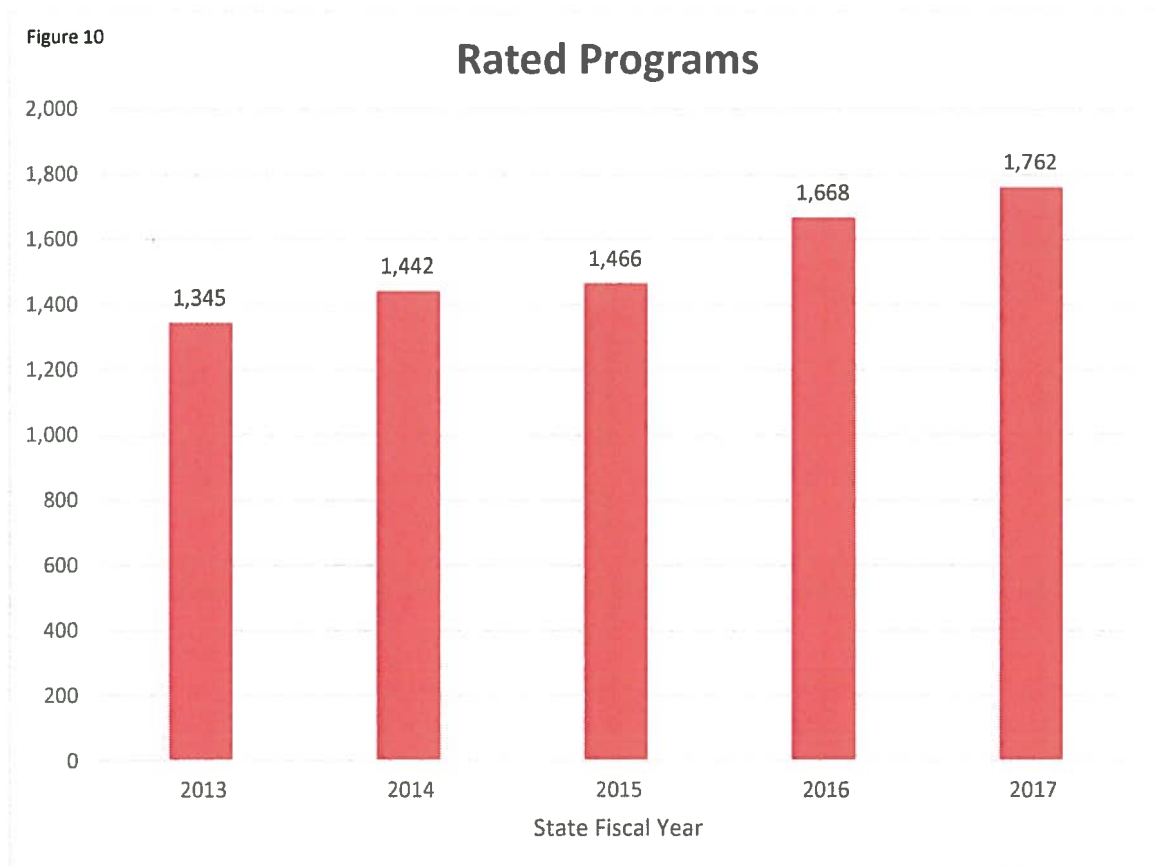


Step Up To Quality

Step Up To Quality (SUTQ), Ohio's tiered quality rating and improvement system for child care programs, is designed to recognize and support programs that achieve higher quality standards and help parents make informed choices on behalf of their children.

Child care centers and Type A and B Homes can earn one to five star ratings based on a set of standards. At the end of SFY 2017, Ohio had 1,762 star-rated programs serving children in 88 counties. Of those, 1,269 programs were child care centers, 78 were Type A Homes, and 415 were Type B Homes. At the end of SFY 2017, 94 more programs were star-rated than in SFY 2016.

Figure 10 shows the number of star-rated child care centers and Type A Homes for SFY 2013 and 2014. It shows the number of star-rated centers, Type A Homes and Type B Homes for SFY 2015 to 2017.

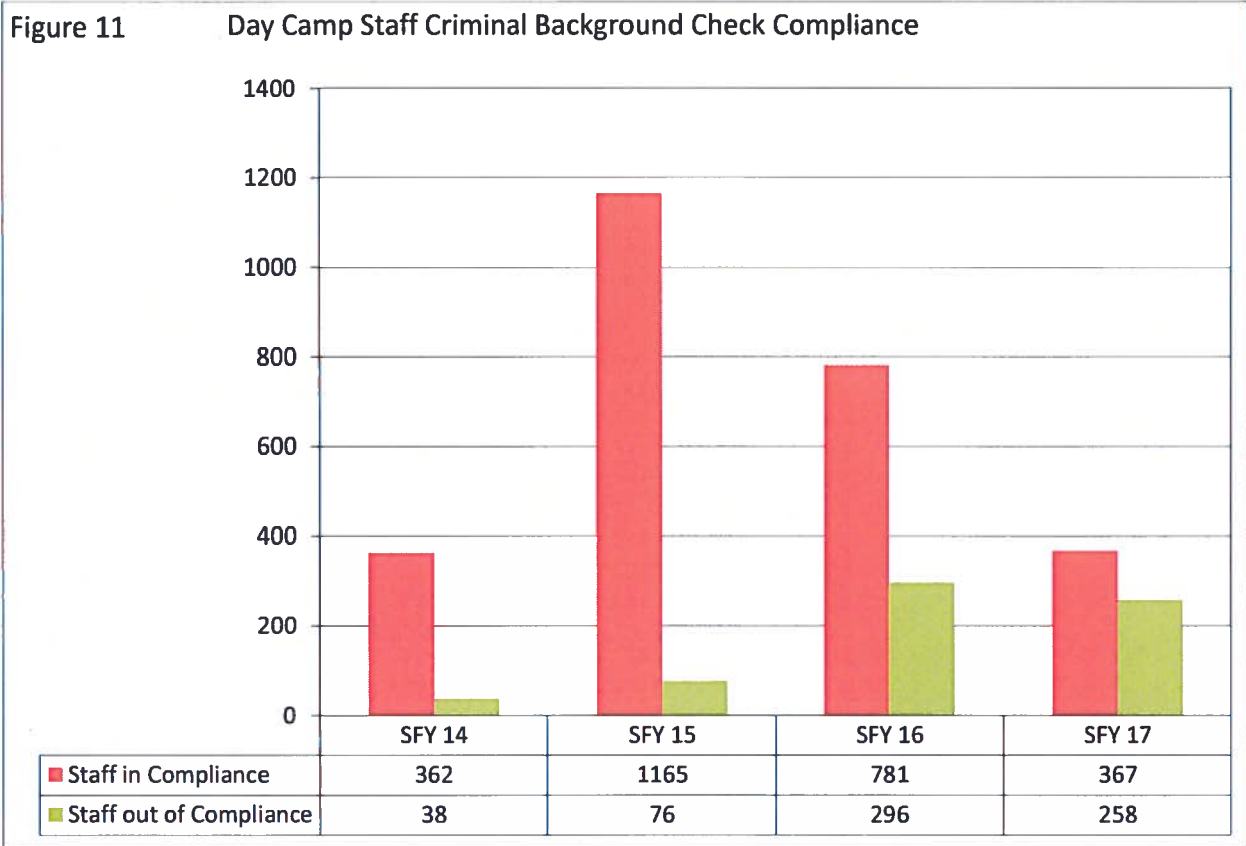


Other Bureau Activities

Day Camp Criminal Background Check Compliance Review

A day camp is defined as a program that serves only school-age children for no more than seven hours each day for no more than 15 weeks. All child day camps in Ohio are required to register with ODJFS and obtain new criminal background checks for all staff prior to employment. Each year ODJFS randomly selects a percentage of camps to review to determine compliance with background check requirements. Beginning in SFY 2015, ODJFS began selecting 40 percent of registered camps. In SFY 2017, 158 camps were registered, and ODJFS selected 69 camps to review. During desk reviews, licensing specialists examined 625 individual staff files. Of the 69 selected camps, five were not operating.

Figure 11 shows the results for the 64 day camps that were operating. At the time of the review, 62 percent of the monitored camps and 73 percent of the monitored staff were in compliance. Camps that did not meet the statutory requirements at the time of monitoring were given 30 days to achieve compliance.



Reports of Alleged Illegally Operating Child Care

Alleged illegally operating child care is defined as an unlicensed child care provider caring for more than six children or more than three children under age 2 at one time. ODJFS received 143 reports of alleged illegally operating child care providers in SFY 2017, and licensing supervisors and specialists conducted 118 on-site inspections and 25 desk reviews. Multiple reports may be covered by one on-site inspection. It is possible for one operator to require multiple on-site inspections for failure to reduce the number of children in care or because multiple reports were received over an extended period of time. When an operator fails to reduce the number of children in care to within the legal limits, the case is referred to the Ohio Attorney General for further legal action.

ODJFS investigates all reports of alleged illegally operating child care, as indicated in Figure 12.

