



**CHILD CARE
LICENSING REPORT
STATE FISCAL YEAR 2016**

Office of Family Assistance

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Introduction

The Annual Child Care Licensing Report provides information regarding the licensing 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) 2016, between July 1, 2015, and June 30, 2016, 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. In order to be licensed, Type B Homes must participate in the publicly funded child care program. Detailed inspection information specific to child care centers and Type A Homes is available at odjfs.state.oh.us/cdc/query.asp.

Inspection Overview

The Bureau of Child Care Licensing and Monitoring is managed by a bureau chief, who oversees all operations of the bureau. The regional offices have a total of nine supervisors and 76 child care licensing specialists, who are located in five regional offices: Akron, Cleveland, Columbus, Dayton and Toledo. The 88 county agencies monitor Type B Homes or delegate the responsibility to a contracted agency.

Child care centers, Type A Homes and Type B Homes are inspected to assess whether they meet minimum health and safety standards, as required in Ohio Revised Code 5104 and Ohio Administrative Code 5101: 2-12, 2-13 and 2-14. An announced initial pre-licensing inspection is completed for all new child care centers, Type A Homes and Type B Homes. New programs are licensed for a one-year provisional period. Once the program demonstrates full compliance, the provisional license may be amended to a non-expiring continuous license. All 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, ODJFS and county agencies investigate complaints regarding rule violations in licensed programs.

During on-site inspections, ODJFS licensing specialists assess child care centers and Type A Homes for compliance with health and safety standards and document the findings in a mobile software application. This application allows the child care licensing specialist to generate a report with details of the on-site inspection. At the conclusion of each inspection, the licensing specialist conducts an exit interview and provides the program with 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 it will take to become compliant.

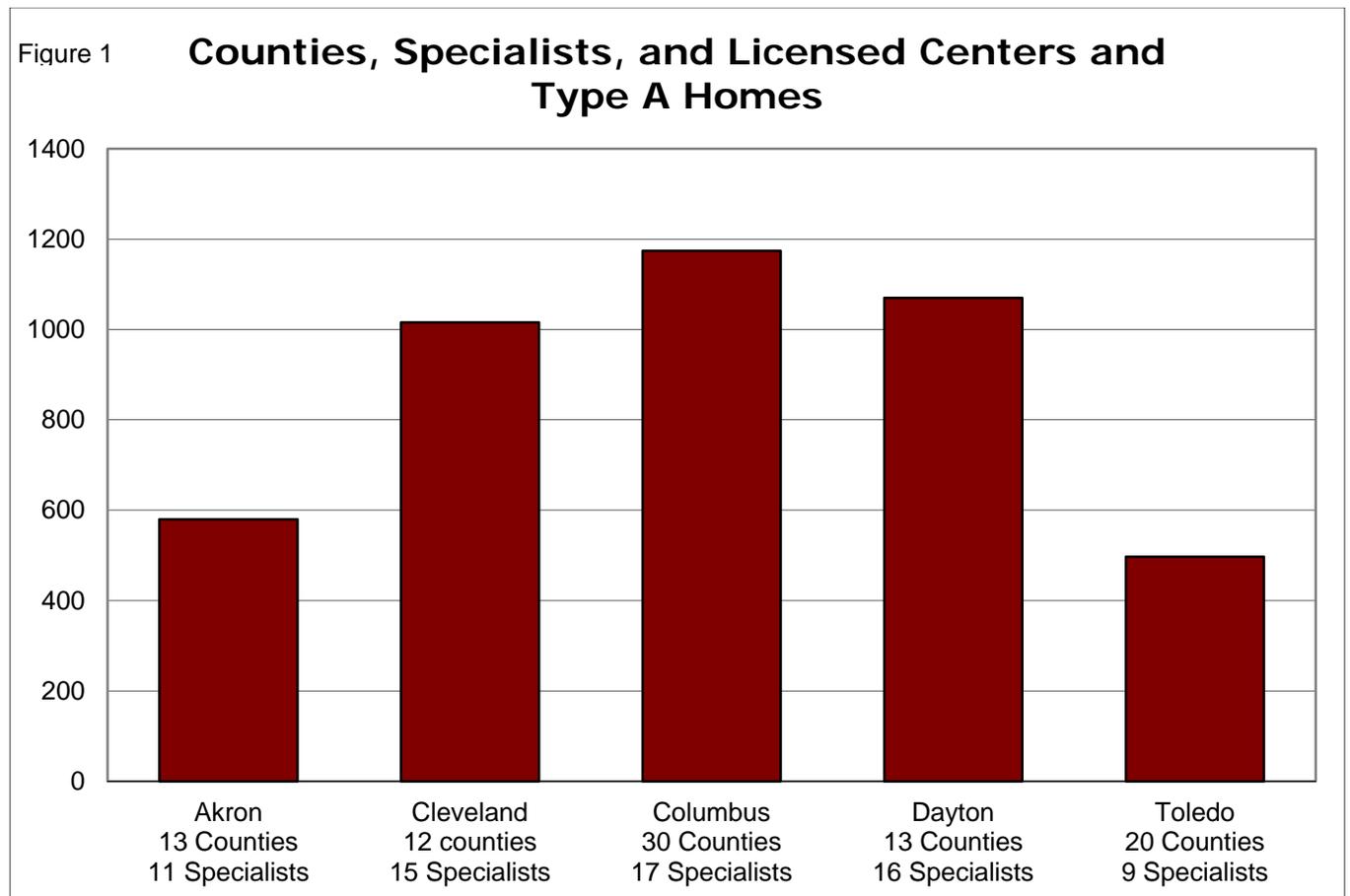
County agency staff assess Type B Homes for compliance with health and safety standards and document the findings on a prescribed form. At the conclusion of the inspection, county agency staff conduct an exit interview and provide the program with a copy of the inspection report, which describes areas determined to be compliant and noncompliant. Programs determined to be noncompliant must submit a corrective action plan as described in the inspection report. In the future, inspections for child care centers, Type A Homes and Type B Homes will be entered into a shared electronic inspection application and database.

Ohio had 7,655 licensed child care programs at the end of SFY 2016, including 4,145 child care centers, 226 Type A Homes and 3,284 Type B Homes.

Child Care Centers and Type A Homes

During SFY 2016, ODJFS licensing specialists successfully performed 7,011 inspections, licensed 244 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.

Child care center and Type A Home licensing staff consist of eight licensing supervisors and 68 child care licensing specialists. These licensing specialists complete all licensing inspections, complaint investigations and Step Up To Quality (SUTQ) verification visits in their respective regions. Figure 1 reflects the number of counties, specialists, and licensed child care centers and Type A Homes by region.



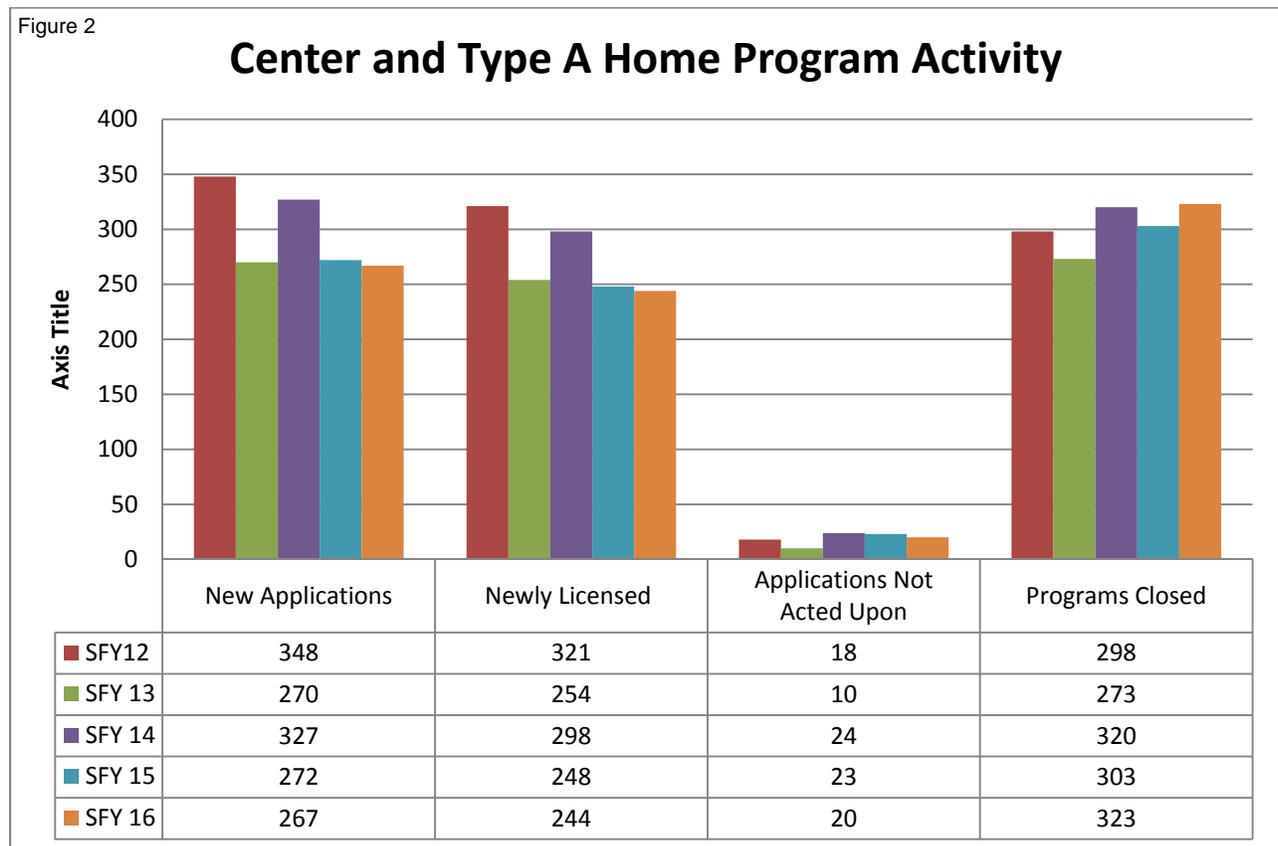
Provider Technical Assistance

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 2016, 1,032 program administrators participated in 26 administrator rule training sessions, and 678 prospective providers participated in 54 plan of operation trainings, which were offered to individuals interested in operating child care programs.

Program Activity

During SFY 2016, the Bureau of Child Care Licensing and Monitoring received 267 new applications for child care center and Type A Home licenses, compared to 272 in SFY 2015. Of the 267 applications, ODJFS licensed 244 programs. The remaining 23 applicants either chose to withdraw or were pending at the end of SFY 2016.

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.



*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.

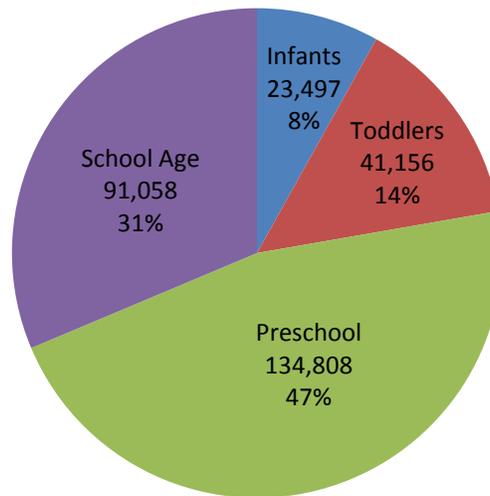
Enrollment

Ohio's licensed child care centers and Type A Homes had the capacity to serve 328,181 infants, toddlers, preschool and school-age children at 4,371 programs. At the end of SFY 2016, all 4,371 licensed child care centers and Type A Homes had children enrolled. 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)

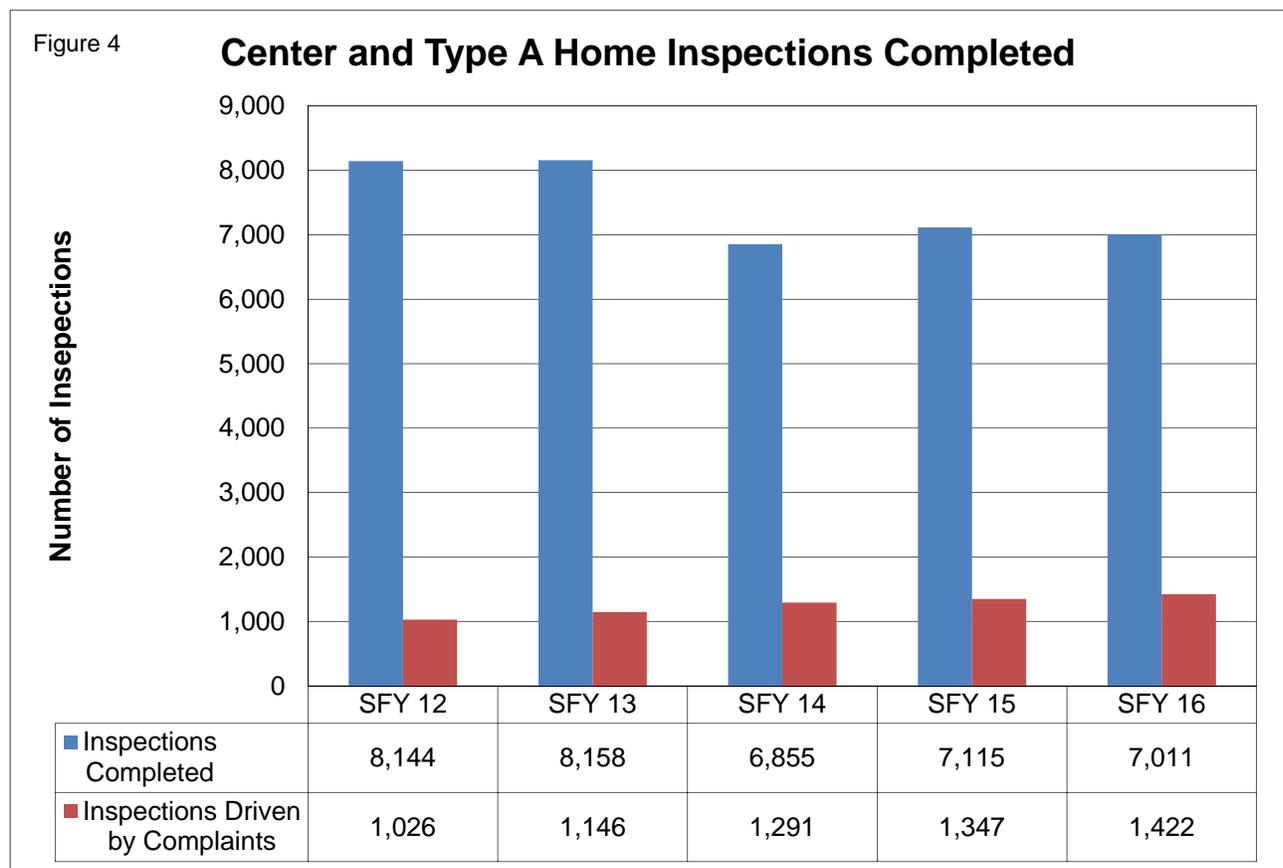


Inspection Overview

In SFY 2016, licensing specialists completed 7,011 inspections in licensed child care centers and Type A Homes in Ohio. Of those inspections, 1,437 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. The number of inspections decreased from SFY 2013 to SFY 2014 because the inspection model changed in SFY 2014 to allow inspectors to focus more time and effort on programs with serious compliance issues.



Summary of Compliance Findings

During on-site inspections of child care centers and Type A Homes, ODJFS licensing specialists verify program compliance with 42 licensing rules containing numerous subparts. They make observations, conduct interviews and review files.

The following table illustrates the most frequent rule violations cited during SFY 2016. In order to help programs achieve compliance, ODJFS provides 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 2016
Statement of Non-Conviction and Criminal Records Check (Bureau of Criminal Identification and Investigations/Federal Bureau of Investigation background checks)	4,944
Child Medical/Enrollment Records	4,755
Employee Records (No employee file, no orientation documentation, no medical statement)	4,401
Safe Indoor Equipment/Environment	3,585
Administration of Medicine	2,909
Attendance	2,624
Sanitary Indoor Equipment/Environment	2,312
Program Medical/Dental/General Emergency Plan	1,984
Persons Trained in First Aid/CPR; Prevention, Recognition and Management of Communicable Disease; and Child Abuse Recognition	1,741
Care Plan for Children with Health Conditions	1,432
Total	30,687

Detailed Compliance Findings

The following tables indicate the number of rule violations documented in SFY 2016 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 in order 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	2016 Findings
Fire Department Approval	299
License Capacity	144
Building Approval	129
Food Service Licensure/Food Catered	30
Facility Access/Falsification/Misleading Statements	18
Inspection/Investigation Rights	9
Total	629

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	2016 Findings
Medical/Enrollment Records	4,755
Care Plan for Children with Health Conditions	1,476
Total	6,231

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	2016 Findings
Outdoor Play Equipment	1,367
Transportation Procedural Requirements	937
On-site Outdoor Play Space	834
Transportation/Driver Requirements	744
Transportation/Vehicle Requirements	621
Outdoor Play Fall Surface	484
Separation of Infants and Toddlers Under 2½ years	127
Evening and Overnight Care	72
Smoke-Free Environment	48
Swimming and Water Safety	46
Indoor Floor Space	19
Parks/Indoor Play Space	5
Total	5,304

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 meeting the Consumer Product Safety Commission standards.

Infant/Toddler Care Findings	
Rule Violation	2016 Findings
Cribs	1,344
Infant Food/Formula	899
Hand Washing and Basic Precautions	647
Diapering and Toilet Training	503
Infant Daily Program	349
Infant Caregiver	104
Total	3,846

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	2016 Findings
Safe Indoor Equipment/Environment	3,585
Sanitary Indoor Equipment/Environment	2,312
Medical/Dental/General Emergency Plan	1,984
Staff/Child Ratios	928
Supervision	926
Equipment/Materials	842
Programming Environment	631
Group Size	577
Care/Nurturing of Children	484
Cots	309
Child Guidance/Management	211
Tooth Brushing	96
Total	12,885

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	2016 Findings
Statement of Non-Conviction and Criminal Records Check	4,944
Employee Records	4,401
Persons Trained in First Aid/CPR; Prevention, Recognition and Management of Communicable Disease; and Child Abuse Recognition and Prevention	1,741
Child Care Staff Educational Requirements	1,172
In-Service Training	1,063
Administrator Responsibilities/Time On-Site	351
Administrator Qualifications	282
Total	13,954

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	2016 Findings
Menus	764
Requirement for Meals/Snacks	326
Infant Formula and Toddler Milk	172
Food Safety and Sanitation	150
Requirement for Food Provided by Parents	117
Interval of Meals/Snacks	14
Total	1,543

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 within 24 hours if the incident occurred during the week or within 48 hours if the incident occurred on a weekend.

Emergency Planning Findings	
Rule Violation	2016 Findings
First Aid Supplies/Procedures	1,293
Incident/Injury Reporting	288
Total	1,581

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	2016 Findings
Administration of Medicine	2,989
Program Information/ Policies/Procedures	1,051
Management of Illness	164
Total	4,204

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	2016 Findings
Attendance Records	2,453
Second Adult	112
No Substitute Staff	68
Children Combined When No More than 12 Children on Premises /Lowest Child Ratio Must Be Used	42
Total	2,675

Summary of Serious Risk Noncompliance Findings

Serious risk noncompliances (SRNCs) are child care center 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 violation must be observed, not inferred, by the licensing specialist. SRNC violations are highlighted in red on the inspection report. The table below demonstrates the most frequently cited SRNC rule violations. In the future, Type B Home rules will include SRNCs.

Child Care Center SRNC Rules Most Often Cited as Out of Compliance	
Rule	Total Number of Violations Determined in SFY 2016
Statement of Nonconviction and Criminal Records Checks	794
Staff/Child Ratios	760
Care of Children with Health Conditions	639
Administration of Medication	633
Safe and Sanitary Equipment and Environment	407
Transportation and Field Trip Safety	260
Outdoor Play Requirements	238
Cribs	185
Building Approval	124
Fire Department Approval	120
Total	4,160

Complaints

ODJFS is mandated to investigate complaints regarding alleged violations of Ohio’s licensing regulations. In SFY 2016, ODJFS completed 1,437 complaint investigations involving 3,578 allegations of noncompliance with child care licensing rules. After a licensing specialist completes an inspection and investigation, the specialist makes a determination of the final disposition of the allegations. In SFY 2016, 734 rule violation allegations were substantiated. The top three allegations cited were staff/child ratio, child guidance and management, and care and nurturing of children.

On occasion, complaint allegations are received that rise to the level of possible child abuse and neglect. These allegations are investigated jointly between ODJFS and the county public children services agency (PCSA). In SFY 2016, 63 allegations of child abuse and neglect were substantiated by local PCSAs in child care centers, Type A Homes and Type B Homes.

The tables below summarize the number of complaints received, alleged violations and subsequent determinations. Unsubstantiated allegations were found not to have occurred; undetermined allegations could not be proven true or false.

SFY 2016 Center and Type A Home Complaints Summary

Total Complaint Inspections	Average Complaint Inspections/Month	Alleged Violations	Unsubstantiated	Substantiated	Undetermined
1,437	119	3,471	121	734	2,616

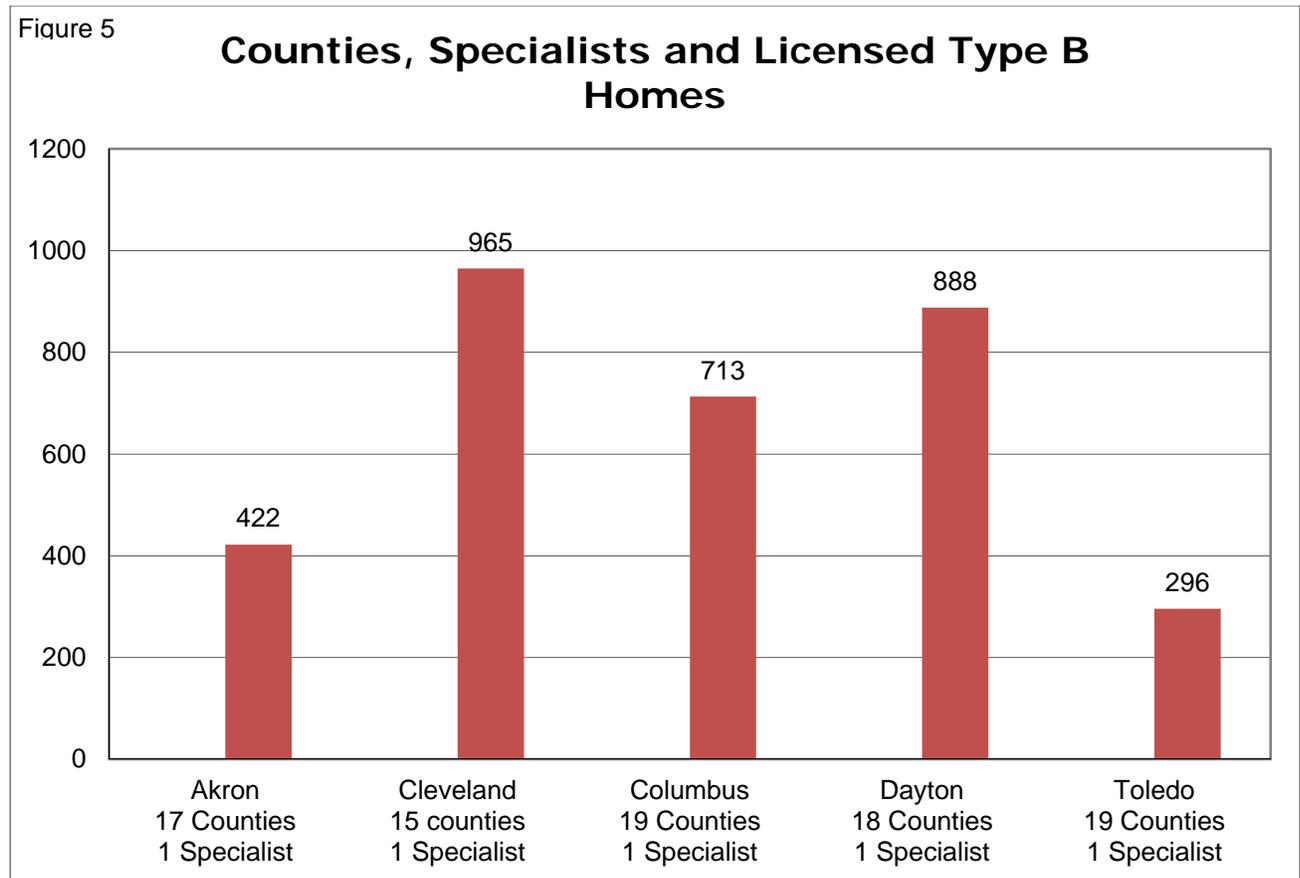
Most Frequently Alleged Licensing Rule Violations	# of Times Alleged
Staff/Child Ratios	730
Child Guidance/Management	488
Care/Nurturing of Children	453
Safe and Sanitary Equipment and Environment	358
Incident/Injury Report	213
Interval of Meals/Snacks	166
Center Information/Policies/Procedures	154
Management of Illness	96
Statement of Nonconviction and Criminal Records Check	84
Transportation and Field Trip Safety	77

Most Frequently Substantiated Licensing Rule Violations	# of Times Substantiated
Staff/Child Ratios	187
Child Guidance and Management	83
Smoke Free Environment	77
Care/Nurturing of Children	54
Incident / Injury Report	51

Type B Homes

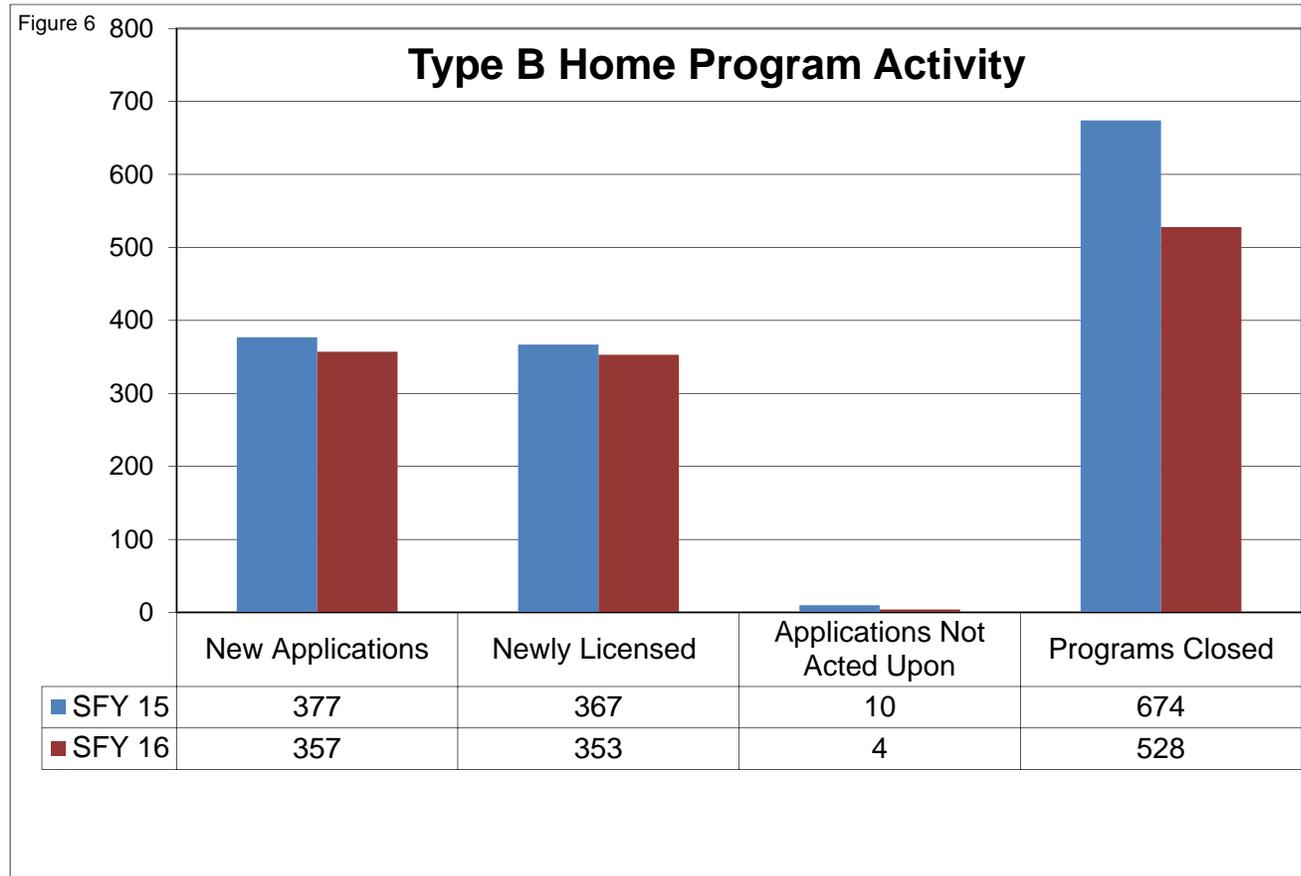
The Type B Home monitoring unit is responsible for reviewing and accepting or denying licensing recommendations from county departments of job and family services. The unit consists of one licensing supervisor and two application specialists in the Columbus central office and one licensing specialist in each of the five regional offices. Recommendations can include initial application approval or denial, location changes, license revocations, and closures. 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. At the end of SFY 2016, ODJFS was finalizing a statewide licensing system that will include data for all types of programs, including Type B Homes.

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



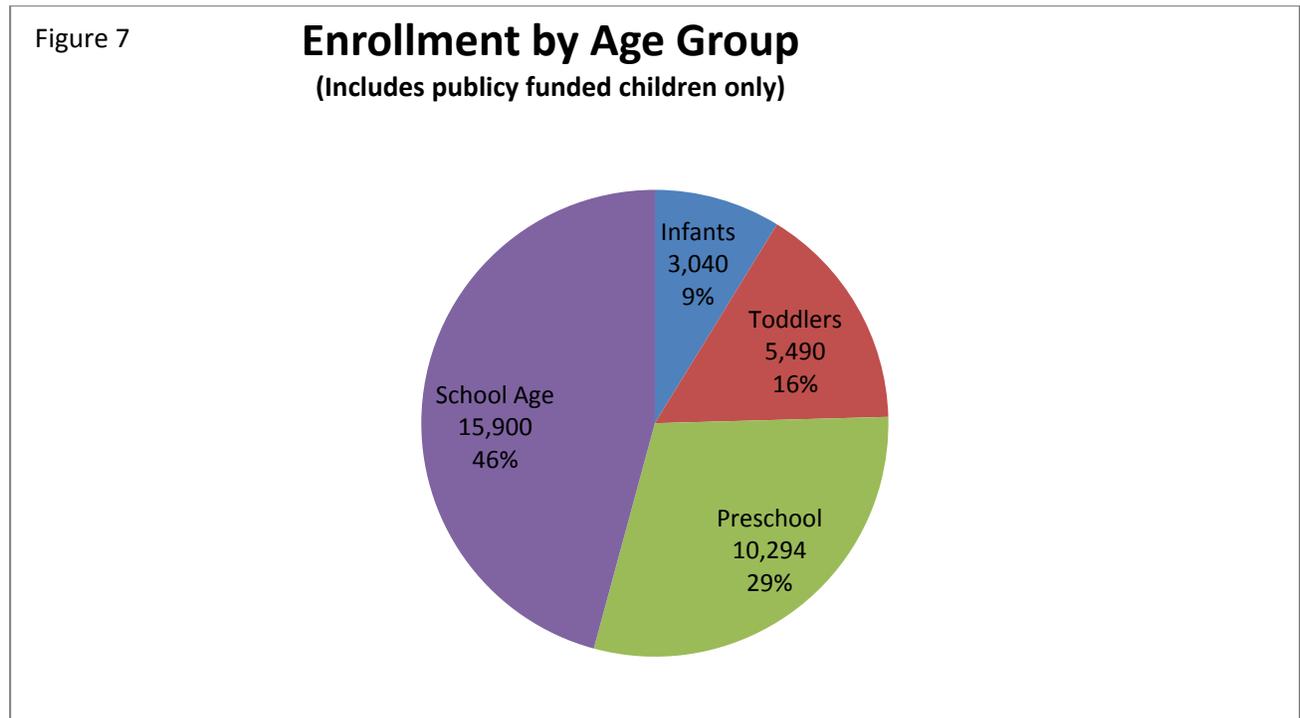
Program Activity

Figure 6 shows the number of Type B Home applications received and the number of Type B Homes licensed and closed in SFY 2016. Historical data will be provided in future years after the new licensing system is implemented. 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.



Enrollment

At the end of SFY 2016, Ohio's licensed Type B Homes had the capacity to serve 19,704 infants, toddlers, preschoolers and school-age children in 3,284 licensed programs. Those programs served 34,724 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.

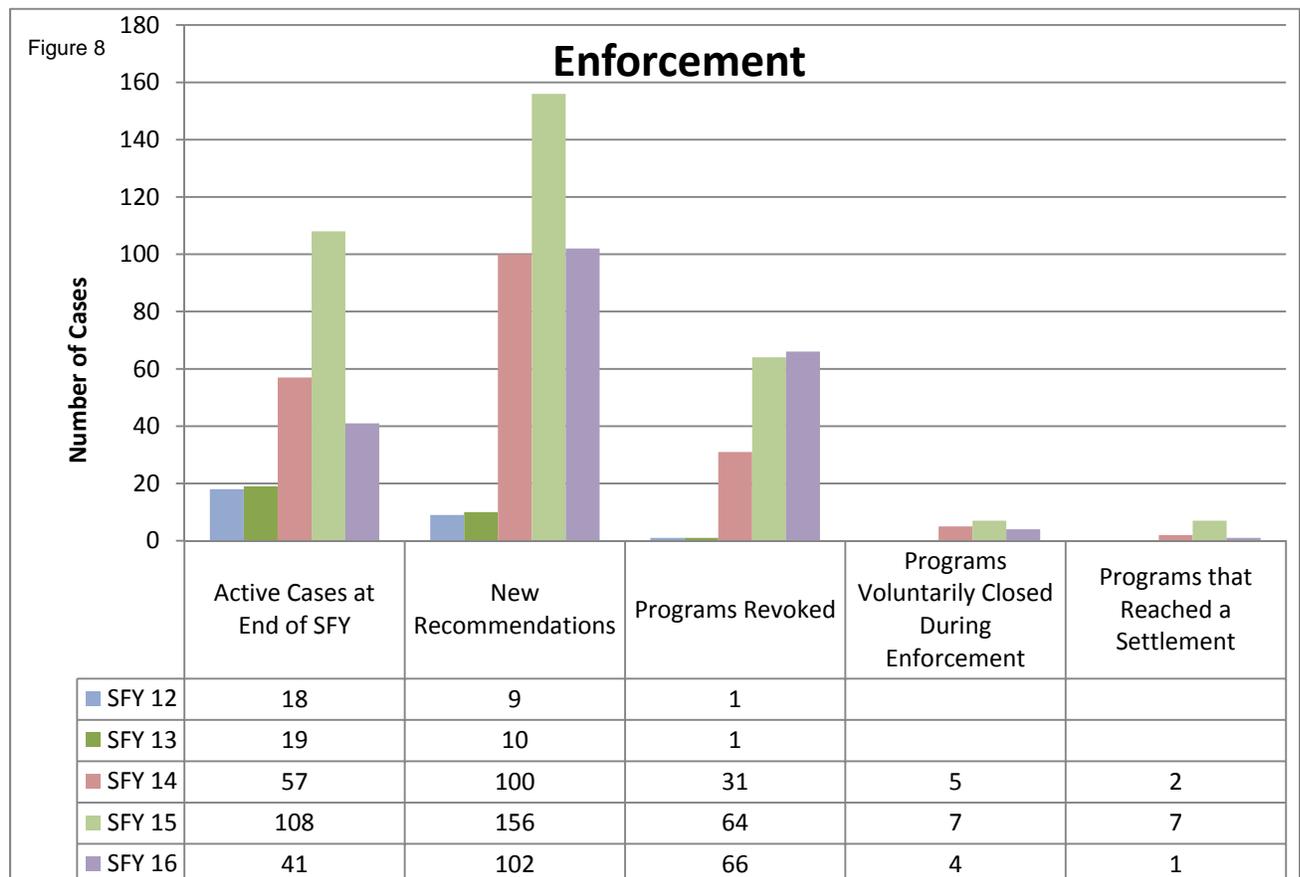


All Licensed Programs

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 2016, 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 a settlement agreement was reached. Figure 8 shows the number of active enforcement cases for SFY 2012 through 2016. Data concerning programs that had voluntarily closed or reached settlement agreements in previous state fiscal years was unavailable. The number of enforcement cases in SFY 2014 increased because of the addition of Type B Homes, which previously were not included.



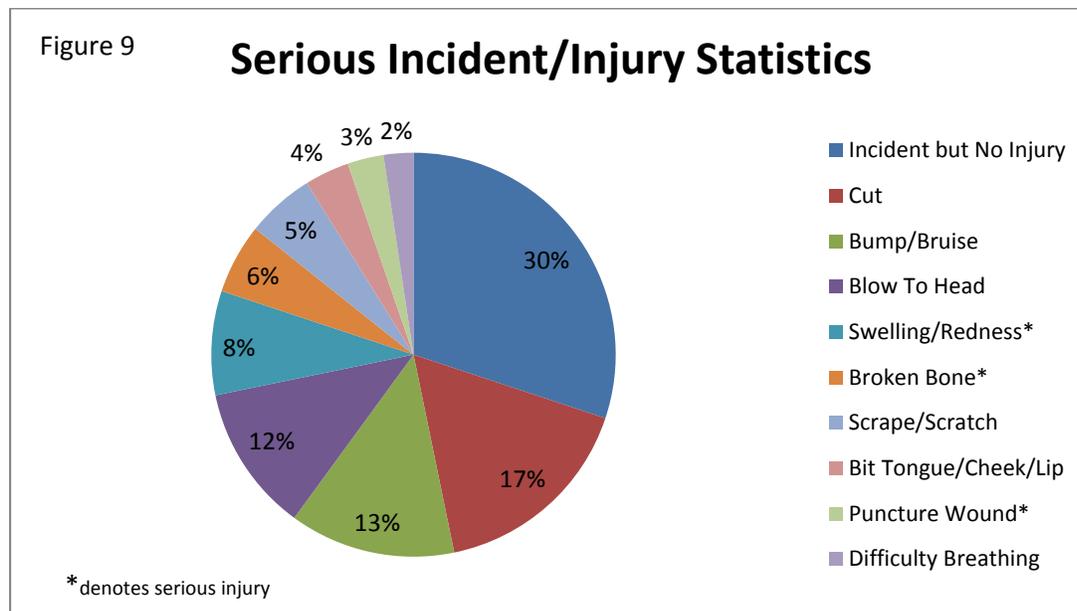
Incident/Injury Management

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 received 475 reports of incidents and injuries in licensed child care centers, Type A Homes and Type B Homes during SFY 2016. 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 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 submitted to ODJFS that are determined to meet the definition of a serious incident are entered into a database. Programs also may submit reports for incidents that may not meet the OAC definition of serious. The three most frequent types of injuries reported in SFY 2016 were non-injury-related incidents, minor cuts, and bump/bruise related injuries.

Licensing specialists investigate all incident and injury reports associated with a complaint and follow up with the program to ensure that it complies with health and safety requirements. Programs are required to submit corrective action plans to explain how the violations will be corrected, and the licensing specialists 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.

Figure 9 depicts the top 10 most frequently reported incidents by injury type in SFY 2016. Some incidents may be counted more than once if more than one injury occurred during the incident. In SFY 2016, there was one report of child death while in the care of a licensed provider.

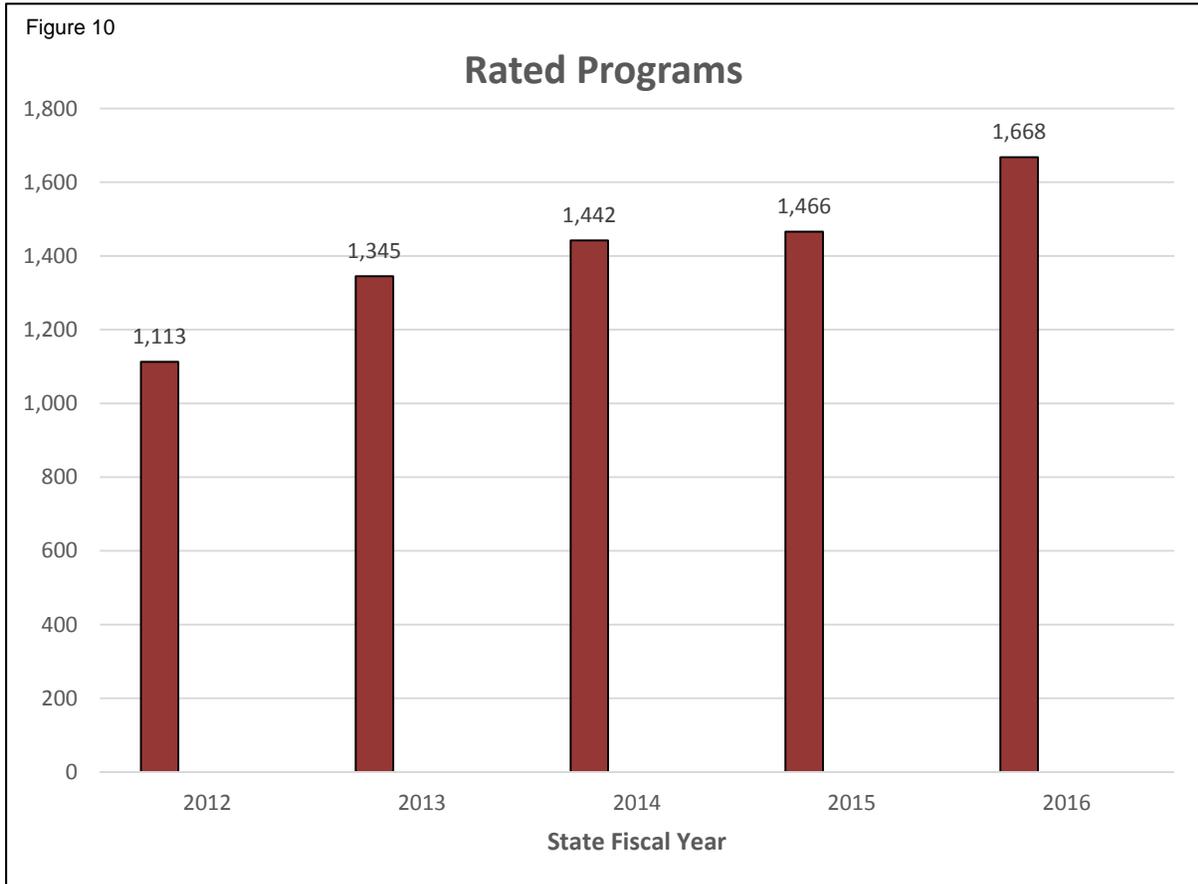


Step Up To Quality

Step Up To Quality (SUTQ), Ohio's tiered quality rating and improvement system for child care programs, is designed to increase the number of high-quality programs, recognize and support programs that achieve higher quality standards, and provide parents with an easy-to-use tool that helps them make informed choices on behalf of their children. In SFY 2015, Type B Homes became eligible to participate in SUTQ.

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 2016, Ohio had 1,668 star-rated programs serving 78,631 children in 88 counties. Of those, 1,331 programs were child care centers, 64 were Type A Homes, and 273 were Type B Homes. In SFY 2016, 202 more programs were star-rated than in SFY 2015.

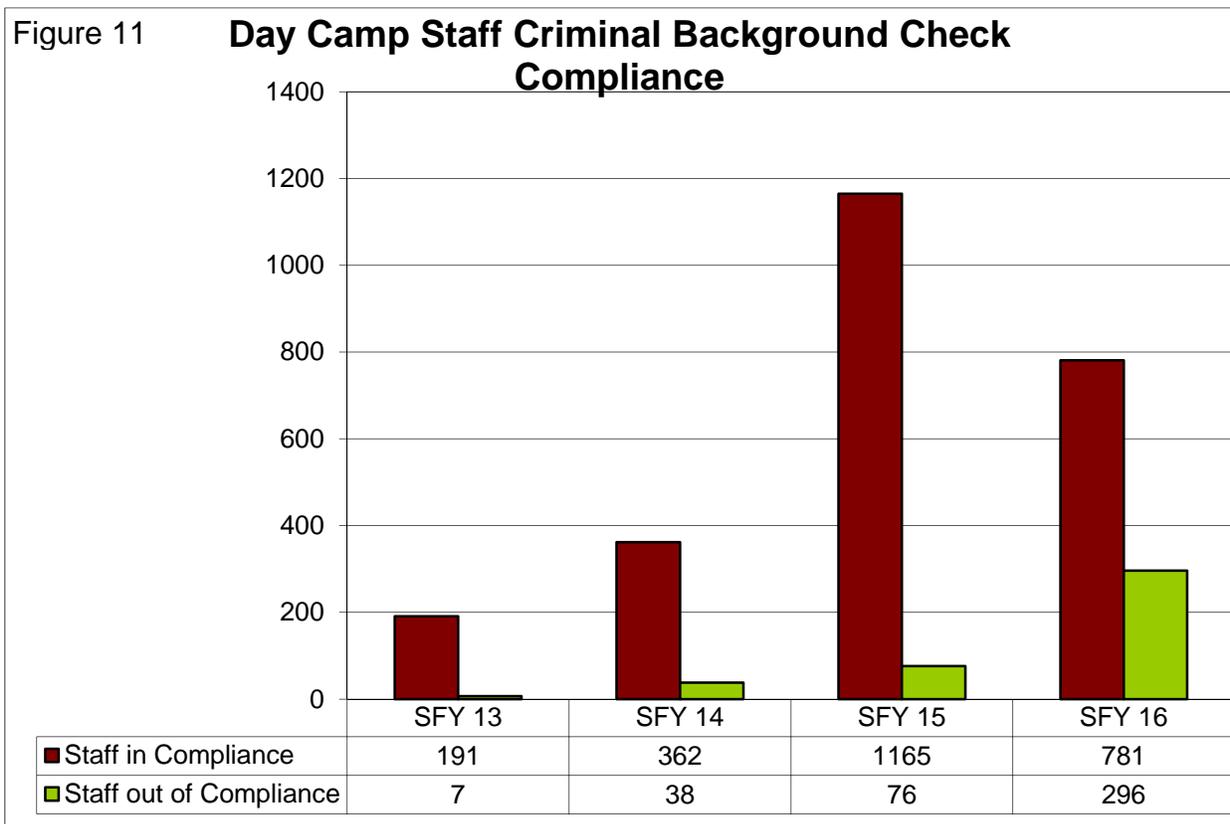
Figure 10 depicts the number of star-rated child care centers and Type A Homes for SFY 12, 13, 14 and includes child care centers, Type A Homes and Type B Homes for SFY 15 and 16.



Other Bureau Activities

Day Camp Criminal Background Check Compliance Review

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 chooses a percentage of camps to review to determine compliance with background checks. Beginning in SFY 2015, ODJFS began selecting 40 percent of registered camps. In SFY 2016, 179 camps were registered, and ODJFS reviewed 80 camps. A total of 1,077 individual staff files were assessed during the desk review. Figure 11 shows the results for the 61 programs that responded. At the time of the review, 70 percent of the monitored camps and 81 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 180 reports of alleged illegally operating child care providers in SFY 2016, and licensing supervisors and specialists conducted 127 on-site inspections and 53 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 so that a cease and desist notice can be issued. ODJFS investigates all reports of alleged illegally operating child care, as indicated in Figure 12.

