



## Center Licensing Inspection Full 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<br>SONSHINE PRESCHOOL                             | Program Number<br>00000301547     | Program Type<br>Child Care Center |                   |
| Address<br>8971 W RIDGEWOOD DRIVE PARMA HEIGHTS<br>OH<br>44130 |                                   | County<br>CUYAHOGA                |                   |
| Inspection Information   |                                   |                                   |                   |
| Building Approval Date<br>06/13/1989                           | Use Group/Code<br>E               | Occupancy Limit<br>100            | Maximum Under 2 ½ |
| Fire Inspection Approval Date<br>09/10/2025                    | Food Service Risk Level<br>Exempt |                                   |                   |

| Inspection Information        |                          |                                  |
|-------------------------------|--------------------------|----------------------------------|
| Inspection Type<br>Annual     | Inspection Scope<br>Full | Inspection Notice<br>Unannounced |
| Inspection Date<br>10/08/2025 | Begin Time<br>9:00 AM    | End Time<br>11:30 AM             |
| Reviewer:<br>MARY WOODLAND    |                          |                                  |

| Summary of Findings      |                                     |                       |                        |                   |
|--------------------------|-------------------------------------|-----------------------|------------------------|-------------------|
| No. Rules Verified<br>58 | No. Rules with Non-compliances<br>8 | No. Serious Risk<br>0 | No. Moderate Risk<br>0 | No. Low Risk<br>8 |

| License Capacity and Enrollment at the Time of Inspection |                  |            |           |       |
|---|------------------|------------|-----------|-------|
| Age Group   | License Capacity | Enrollment |           |       |
|   | Totals           | Full Time  | Part Time | Total |
| Infant ( Birth to < 18 m)                                 |                  | 0          | 0         | 0     |
| Young Toddler   |                  | 0          | 0         | 0     |
| <b>Total Under 2 ½ Years</b>                              | 0                | 0          | 0         | 0     |
| Older Toddler   |                  | 0          | 1         | 1     |
| Preschool   |                  | 0          | 95        | 95    |
| School Age  |                  | 0          | 14        | 14    |
| <b>Total Capacity/Enrollment</b>                          | 97               | 0          | 110       | 110   |

| Staff-Child Ratios at the Time of Inspection |                 |                |         |
|--|-----------------|----------------|---------|
| Group  | Age Group/Range | Ratio Observed | Comment |
|  |                 |                |         |

|                      |                      |         |                   |
|----------------------|----------------------|---------|-------------------|
| Critters Express MWF | 4 years to < 5 years | 3 to 20 | At Arrival        |
| Critters Express MWF | 4 years to < 5 years | 3 to 20 | During Activities |
| Peter Panda MWF      | 3 years to < 4 years | 2 to 5  | At Arrival        |
| Peter Panda MWF      | 3 years to < 4 years | 2 to 5  | During Activities |
| Noah's Ark MWF       | 3 years to < 4 years | 2 to 15 | At Arrival        |
| Noah's Ark MWF       | 3 years to < 4 years | 2 to 15 | During Transition |
| Mother Goose         | 4 years to < 5 years | 3 to 15 | At Arrival        |
| Mother Goose         | 4 years to < 5 years | 3 to 15 | During Activities |

### Summary of Non-Compliances

*If a program disagrees with a licensing finding, the program may request a review of the finding(s). Ohio Administrative Code 5180:2-12-03 and 5180:2-13-03 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.*

#### Serious Risk Non-Compliances

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

#### Moderate Risk Non-Compliances

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

### Low Risk Non-Compliances

**Domain: 05 Health & Safety**

Rule: 5180:2-12-16 Emergency Drills

Code: The program is required to complete fire drills, weather drills, and emergency/lockdown drills appropriately.

Finding: During the inspection, it was determined that the required drills were not completed for item number(s) 2 below:

1. Monthly fire drills.
2. Monthly weather emergency drills (March through September).
3. Emergency/lockdown drills in each quarter of the calendar year.

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

Corrective Action Plan Due: 11/07/2025

**Domain: 08 Staff Files**

Rule: 5180:2-12-07 Administrator Qualifications

Code: The program administrator is required to complete the rules course review within the defined time period.

Finding: During the inspection, it was determined that the administrator had not completed the required rules review course provided by this Department for program administrators within the time period defined in this rule. 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 not required at this time.

**Domain: 08 Staff Files**

Rule: 5180:2-12-07 Administrator Responsibilities/Requirements

Code: The program administrator is required to be onsite at the program for the required amount of time.

**Finding:** During the inspection, it was determined that the program did not have at least one administrator onsite for 50 percent of the program's operating hours or 40 hours a week, as required by this rule. Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/07/2025

**Domain: 08 Staff Files**

**Rule:** 5180:2-12-08 Medical Statement

**Code:** The program staff's medical statements are required to be completed and on file at the program.

**Finding:** In review of the staff records, it was determined that the medical statements for the employees listed on the Employee Record Chart did not meet the requirements as listed in number(s) 1; 5b; 5c below.

1. A medical statement was not on file for at least one employee;
2. The medical statement(s) on file did not have a date of examination within 12 months of the employee's first day of employment;
3. Date of examination was missing;
4. Signature, business address, or telephone number of the licensed physician, physician assistant, advanced practice nurse, certified midwife, or certified nurse practitioner who completed the examination was missing;
5. A statement was missing that verifies the employee is:
  - a. Physically fit for employment in a program caring for children;
  - b. Immunized against Tetanus, Diphtheria, Pertussis (Tdap);
  - c. Immunized against Measles, Mumps, and Rubella (MMR);
6. Tuberculosis (TB) screening/test information was missing:
  - a. Documentation of the screening process to determine if the employee resided in a country identified by the world health organization as having a high burden of TB and arrived in the United States within the five years preceding the date of application for employment.
  - b. Results of a TB test for employees meeting both criteria in 6a.
  - c. Results of additional testing for employees with a positive TB test.
  - d. Written statement, signed by a representative of the TB control unit, that the employee's TB is no longer infectious or the individual is receiving a TB treatment regimen for employees with a positive TB test.

Submit the program's corrective action plan, which includes a copy of the completed employee medical statement, or TB results/documentation, to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/07/2025

**Domain: 08 Staff Files**

Rule: 5180:2-12-10 Professional Development Requirements

Code: The program is required to ensure child care staff members, including substitutes used more than ninety days annually, obtain at least 6 hours of professional development each state fiscal year.

Finding: In review of the staff records, it was determined that at least one child care staff member did not meet the annual professional development requirement as noted in number(s) 1 below:

1. The child care staff member(s) had not completed at least six hours of professional development.
2. Documentation did not demonstrate the person who provided the training met the trainer qualifications as stated in the rule.
3. Training topic did not meet the requirements listed in appendix A of this rule.
4. Documentation of training did not meet the requirements of this rule.
5. The substitute(s) had been used more than ninety days annually between July first and June thirtieth and had not completed at least six hours of professional development
6. Other [ ].

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

Corrective Action Plan Due: 11/07/2025

**Domain: 08 Staff Files**

Rule: 5180:2-12-10 Health Training Requirements

Code: The program is required to have all child care staff members complete training in child abuse and neglect recognition and prevention within sixty days of hire. Staff must complete training in first aid and CPR within the first ninety days of hire.

Finding: In review of the staff records, it was determined that at least one child care staff member had not completed required health and safety training as noted in number(s) 1; 2; 3; 4 below:

1. Child abuse and neglect recognition and prevention training was not completed within sixty days of hire.
2. First aid training was not completed within ninety days of hire.
3. Cardiopulmonary resuscitation (CPR) training was not completed within ninety days of hire.
4. The child abuse and neglect recognition and prevention training was expired.
5. The first aid training was expired.
6. The CPR training was expired.

Refer to the Employee Record Chart for the name(s) of the child care staff member(s) who must complete the required health and safety training(s). Submit the program's corrective action plan to the Department to verify compliance with the requirements of this rule.

Corrective Action Plan Due: 11/07/2025

**Domain: 09 Children's Files**

Rule: 5180:2-12-15 Child Medical and Enrollment Records

Code: The program is required to use the updated JFS 01234 "Child Enrollment and Health Information For Child Care".

Finding: 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(s) 1 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 not required at this time.

**Domain: 10 Written Policies & Procedures**

Rule: 5180:2-12-16 Written Disaster Plan

Code: The program is required to train child care staff members and employees on the written disaster plan annually and keep written documentation of the training on-site.

**Finding:** During the inspection, it was determined the program’s written disaster plan did not meet the requirement for training child care staff members and employees on the plan annually as noted in number(s) 2 below:

1. Child care staff members and employees were not trained annually.
2. Written documentation of the training was not kept on file.

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

Corrective Action Plan Due: 11/07/2025

**Rules In-Compliance/Not Verified**

| Rule  | Status    | Documenting Statement(s), If applicable   |
|---|-----------|---|
| 5180:2-12-02 License Posted                 | Compliant |   |
| 5180:2-12-04 Building Department Inspection | Compliant |   |
| 5180:2-12-02 Current Information            | Compliant |   |
| 5180:2-12-03 Inspection Requirements        | Compliant |   |
| Rule: 5180:2-12-04 Fire Inspection          | Compliant | Documenting Statement: Please Note: Documentation of a fire inspection without any uncorrected violations must be secured for the program. Secure a new fire inspection by 9/24/26. |

|   |               |  |
|---|---------------|--|
| Rule: 5180:2-12-04 Fire Inspection                                  | Compliant     | Documenting Statement: Although the program had documentation of a current fire inspection without any uncorrected violations at the time of the licensing inspection, the program did not have the fire inspection completed within 12 months from the date of the last fire inspection without any uncorrected violations. Please ensure that fire inspections are completed in accordance with the rule requirements. |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5180:2-12-04 Food Service Requirements                              | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5180:2-12-07 Written Program Policies and Procedures                | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| Rule: 5180:2-12-08 Child Care Staff Member Educational Requirements | Compliant     | Documenting Statement: All Child Care Staff Members had verification of educational requirements on file at the program.   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5180:2-12-08 Orientation Training & Whistle Blower Protection       | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| Rule: 5180:2-12-09 Background Check Requirements                    | Compliant     | Documenting Statement: During the inspection, the required documentation regarding background checks was on file for all employees listed.   |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| 5180:2-12-11 Indoor Space Requirements                              | Compliant     |  |
| <b>Rule</b>   | <b>Status</b> | <b>Documenting Statement(s), If applicable</b>   |
| Rule: 5180:2-12-11 Outdoor Space Requirements                       | Compliant     | Documenting Statement: The quarterly playground inspections were completed and documented, as required. The most recent inspection report form was dated 9/10/25.  |

| Rule   | Status    | Documenting Statement(s), If applicable   |
|--|-----------|---|
| 5180:2-12-12 Safe Equipment                              | Compliant |   |
| 5180:2-12-11 Outdoor Play Equipment                      | Compliant |   |
| Rule: 5180:2-12-11 Outdoor Play Fall Zones               | Compliant | Documenting Statement: The protective material used under outdoor equipment was wood chips. |
| 5180:2-12-12 Safe Environment                            | Compliant |   |
| 5180:2-12-13 Sanitary Equipment and Environment          | Compliant |   |
| 5180:2-12-13 Handwashing Requirements                    | Compliant |   |
| 5180:2-12-13 Smoke Free Environment                      | Compliant |   |
| 5180:2-12-15 Medical/Physical Care Plans                 | Compliant |   |
| 5180:2-12-16 Medical, Dental, and General Emergency Plan | Compliant |   |
| 5180:2-12-16 First Aid/Standard Precautions              | Compliant |   |
| 5180:2-12-16 Management of Communicable Disease          | Compliant |   |
| Rule   | Status    | Documenting Statement(s), If applicable   |

|   |               |  |
|---|---------------|--|
| 5180:2-12-16 Incident/Injury Reporting  | Compliant     |  |
| <b>Rule</b>                             | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-17 Materials and Equipment    | Compliant     |  |
| <b>Rule</b>                             | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-17 Daily Schedule             | Compliant     |  |
| <b>Rule</b>                             | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-18 Attendance Records         | Compliant     |  |
| <b>Rule</b>                             | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-18 Group Size                 | Compliant     |  |
| <b>Rule</b>                             | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-18 License Capacity           | Compliant     |  |
| <b>Rule</b>                             | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-18 Ratio                      | Compliant     |  |
| <b>Rule</b>                             | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-19 Supervision                | Compliant     |  |
| <b>Rule</b>                             | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-19 Child Guidance             | Compliant     |  |
| <b>Rule</b>                             | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-22 Safe Food Handling/Storage | Compliant     |  |
| <b>Rule</b>                             | <b>Status</b> | <b>Documenting Statement(s), If applicable</b> |
| 5180:2-12-25 Medication Administration  | Compliant     |  |