



Ohio Administrative Code

Rule 5101:2-12-15 Safe and sanitary equipment and environment in licensed child care centers.

Effective: December 31, 2016

(A) What are the requirements for the JFS 01234 "Child Enrollment and Health Information" (rev. 12/2016) for a licensed child care center?

The center shall:

- (1) Have a completed JFS 01234 on file for each child attending the center by the first day of attendance.
- (2) Ensure the JFS 01234 is reviewed at least annually by the parent and updated as needed when information changes. The parent and administrator shall initial and date the form when the information is reviewed or updated.
- (3) Send the child's JFS 01234 with any child who is being transported for emergency assistance.
- (4) Maintain a current copy of the completed JFS 01234 for each child in care in a location that can be easily and quickly accessed and removed from the center if there is an emergency that requires the children to be moved to another location.

(B) What are the requirements for the children's medical statement for a licensed child care center?

- (1) The center shall secure and have on file verification of a medical examination for each child enrolled. Children who attend a grade of kindergarten and above in an elementary school are exempt from this requirement.
- (2) The medical statement shall be on file at the center within thirty days of the child's first day of attendance and updated every thirteen months thereafter from the date of the examination.
- (3) The medical statement shall contain the following information:



- (a) The child's name and birth date.
- (b) The date of the medical examination.
- (c) A statement that the child has been examined and is in suitable condition for participation in group care.
- (d) The signature, business address and telephone number of the physician, physician's assistant (PA), advanced practice registered nurse (APRN) or certified nurse practitioner (CNP) who examined the child.
- (e) A record of the immunizations that the child has had, specifying the month, day and year of each immunization. This record may be an attachment to the medical statement.
- (f) A statement from the physician, PA, APRN, or CNP that the child has been immunized or is in the process of being immunized against the diseases required by division 5104.014 of the Revised Code and found in appendix A to this rule or a statement that the child meets one of the following:
 - (i) A statement from a physician, PA, APRN, or CNP that an immunization against the disease is medically contraindicated for the child.
 - (ii) A statement from a physician, PA, APRN, or CNP that an immunization against the disease is not medically appropriate for the child's age.
 - (iii) A statement from the child's parent that he or she has declined to have the child immunized against the disease for reasons of conscience, including religious convictions.
- (C) What are the requirements for caring for children with a specific health condition in a licensed child care center?
 - (1) The JFS 01236 "Medical/Physical Care Plan" (rev. 12/2016) shall be used for children with a condition or diagnosis that require the following:



- (a) Monitoring the child for symptoms which require the staff to take action.
- (b) Administering procedures which require staff to be trained on those procedures.
- (c) Avoiding specific food(s), environmental conditions or activities.
- (d) A school-age child to carry and administer their own emergency medication.
- (e) The center shall:
 - (i) Ensure the parent completes and signs a JFS 01236 for each condition per child.
 - (ii) Review the JFS 01236 for completeness and ensure the form is signed by the administrator or designee.
 - (iii) Implement and follow all requirements of each child's JFS 01236.
 - (iv) Update the JFS 01236 as needed and at least annually.
 - (v) Ensure the JFS 01236 is signed by any trained child care staff member who is providing care to the child.
 - (vi) Keep the completed JFS 01236 on file at the center for at least one year.
 - (vii) Maintain a current JFS 01236 for any child who requires one, in a location that can be easily and quickly accessed and removed from the center if there is an emergency that requires the children to be moved to another location.
- (2) The plan shall be reviewed by the parent at least annually and updated as needed, including an updated list of trained staff members, if applicable. The parent and administrator shall initial and date the form when the information is reviewed or updated.



(3) The plan shall be on file with the center by the first day of attendance or upon confirmation of a health condition.

(4) If the center suspects that a child has a health condition, the center may require a physician's statement within a designated timeframe.

(5) Only staff members trained by the parent or a certified professional shall be permitted to perform medical procedures.

(6) There shall be a trained child care staff member on-site at all times whenever a child who has a health condition is present.

(D) What information regarding children's records can be shared?

Children's records shall be confidential but shall be available to the Ohio department of job and family services for the purpose of administering Chapter 5104. of the Revised Code and Chapter 5101:2-12 of the Administrative Code. The immunization records shall be subject to review by the Ohio department of health (ODH) for disease outbreak control and for immunization level assessment purposes.