

RECOMMENDATION FOR LICENSE:	
X	FULL license from 05-01-2018 to 05-01-2020
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCAION of license

Licensing Consultant: Amy Lyons

Date: 04-02-2018

I. IF CURRENT LICENSE IS PROVISIONAL, IDENTIFY THE CORRECTIVE ACTIONS

Not applicable.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Hand in Hand – Bowman Woods has been in operation since June, 2016. The program provides full-time and part-time childcare to school-age children. Current enrollment is 64.

Hand in Hand multi-site owner/co-director is Kathy Pruitt. Ms. Pruitt holds a degree in Early Childhood Education and Business Management. Ms. Pruitt has achieved the National Administrators Credential (NAC) and is a member of National Association for the Education of Young Children (NAEYC). On-site supervisor Christy Schueler has been the on-site supervisor of this program for almost 1 year. Ms. Schueler has an AA degree in early childhood and over 6 years of experience working with children.

On 3/30/2018, all program space was observed.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Hand in Hand operates multiple sites throughout the community. Hand in Hand offers a variety of early learning/childcare programming options to help meet the needs of children and families throughout the community.

Hand in Hand has the following website for families and the community to learn more about their programs:
<http://handinhandinc.com/>.

Hand in Hand completes a monthly program/school-age newsletter. The newsletters include program information, program reminders, and upcoming event information. Summer camp 2018 planning and enrollment has begun.

Management is organized, and in turn, the program operates smoothly. Since the last review, Hand in Hand has established an administrative multi-site school-age supervisor named Katie Little.

Hand in Hand – Bowman Woods has an organized parent/program communication center (where required postings and child sign-in/sign-out information is maintained). The program continues to update the use of technology to allow for increased electronic communication with families and increased security mechanisms.

Hand in Hand – Bowman Woods sponsors a “Rainbow Reading” program to help children read daily and increase child literacy. The program also has a regular "homework time".

Hand in Hand collaborates well with many community partners including the local nurse consultant, early access services, local school districts, CART program, and local businesses.

Hand in Hand – Bowman Woods partners well with Bowman Woods Elementary School. School administration, school custodial staff, kitchen personnel, and school nurse help ensure the building is sanitary and hazard free each day.

Staff were observed reminding children to hand wash and "catch coughs" in their elbows at appropriate times.

Hand in Hand – Bowman Woods supports a “safe shoe” policy to encourage ease of play.

Program has a variety of materials to maintain children’s interests. Supplies include puzzles, sensory items, crafts, large gross motor materials, creative dramatics, and blocks. Supplies/cabinets have been cleaned-out and rearranged since the last monitoring visit. Materials are easily accessible to the children.

On the day of the monitoring visit, staff were observed providing the children with nurturance and comfort. Areas of study included the day's "pj party" and the upcoming Easter holiday/spring season. Many positive words were overheard during the visit. Staff interacted well with the children (particularly during arrival self-selected activities and Easter/spring crafting experiences) during programming activities. Routine transitions (clean-up, rest-rooming with hand washing, etc.) went smoothly. Staff utilized the teachings of PBIS when needed. Children appeared comfortable at the program.

IV. IDENTIFY THE ASPECTS OF OPERATION THAT FALL BELOW THE STANDARDS REVIEWED:

109.9. Personnel records

- One staff file reviewed lacked documentation of current first-aid, CPR, and universal precautions training.

V. SPECIAL NOTES/RECOMMENDATIONS:

Please note - For any child with a documented medical need (asthma, diabetes, epilepsy, seizures, food allergy, non-food allergy, etc.) ensure the program has a written physician's statement documenting the child's medical need, how to specifically accommodate the child's medical need (including any rescue medication, non-rescue medication, specialized equipment, etc.), and a written plan of action in the event the child has a medical emergency related to his/her known medical need. This written plan(s) shall be kept in the child's file and a copy in the area the child is present (as well as a copy with any rescue medication). Any rescue medication shall be stored in an inaccessible but readily available manner when and where the child is present. Any non-rescue medication may be stored in a centralized area in accordance with your program's medication policies/practices. Any specialized medical equipment shall be stored in accordance to how/when it shall be used. If rescue medication is provided that is not a complete prescription (including an EpiPen 2-Pak) and/or is inconsistent with what has been documented on the child's written emergency plan of action, updated written documentation shall be obtained from the child's physician verifying what has been provided is sufficient in the event of an emergency situation.

A full license is issued.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 319-892-6827; email alyons@dhs.state.ia.us) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*Note: If you are a member of the general public, there may be additional information contained in the public file. You may contact the DHS Licensing Consultant to inquire.

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