

Iowa Department of Human Services
CHILD CARE CENTER EVALUATION AND RECOMMENDATION FOR LICENSE

Name of Center: Harlan Head Start **Enrollment:** 18 **License ID No. (Reapplications)** 7314

Street: 701 10th St **City:** Harlan **Iowa Zip** 51537 **County:** Shelby

Mailing Address: PO Box 709, Harlan, IA, 51537

Director's Name: Danni Segebart **Phone Number:** 712-755-7537

On-Site Supervisor(s): **E-Mail:** dsegebart@westcca.org

Date(s) of Visit: 02-08-2023

Licensing Visit X **Unannounced Visit** X **Off Year Visit** **Administrative Change**

LICENSING VISITS

New Application **Re-Application** X NA

Signed Application (470-0722) Received **Yes** **No** X NA **Date Signed:**

FIRE INSPECTION X **State** **Local** NA **Is Fire Inspection Approved?** X **Yes** **No** NA

Date Inspected: 12-29-2021

Comments :

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: Profit X Non-Profit NA

Accreditation: Accredited NAEYC NSACA Other X NA

Program Serves: Infants (0-23 mo.) 2 Years X Preschool-Age School-Age

Get-Well Evening Care Special Needs

SCHEDULE: Year-round X School-Year Summer Only

HOURS:	<u>Year-round</u>	<u>School-Year</u>	<u>Summer Only</u>		
LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	8	8	12		28
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	FULL license from 05-01-2022 to 05-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Kathy DeGeorge-Evans

Date: 02-28-2023

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off year licensing visit was made to Harlan Head Start on 2-8-2023. Harlan Head Start/Early Head Start is located in the Early Childhood Development Center. The West Central Community Action administrative offices, and Child Care Resource and Referral are also located in the same building. The building was built in 2004. Preschool age - services are provided to children three to five year old and early Head Start room - services are provided to children six weeks to three years old.

Hours of operation - 8:30 am to 3:00 pm. Tuesday through Friday, and Mondays dismiss at 12:30 pm.

28 children are enrolled in the program. The program now has three program rooms, a Head Start room and two Early Head Start rooms. A new Early Head Start room for 18 months to 3 years was added on 1-31-2023.

Observation of rooms:

Room 1 Early Head Start 6 weeks to three years had six children present with two staff, the children were playing and eating a morning snack, Room 2 is the new Early Head Start room for the children 18 months to three years. There were seven children present with two staff. Millie Petrzilka was a floater in this room. The children were in the play room playing. For a few minutes One staff was in the program room changing a child's diaper, leaving the other staff in the play room with six children. This made the staff with six children out of ratio. The staff didn't wash the child's hands after diaper changing. The diaper changing table wasn't cleaned or disinfected after the diaper change.

I discussed the need for hand washing after diaper changing with staff and the need for cleaning/disinfecting the diaper changing table. The staff said they disinfect the diaper changing table before they do a diaper change on the next child.

I am recommending that your program look at placing a diaper changing table in the play room to eliminate the need for staff leaving to go to the program room for diaper changing which would leave the play room out of ratio. You will need to explore a sink (Don't use a portable sink) for hand washing after diaper changing in the play area.

Please provide training for diaper changing and hand washing to staff. I would recommend that the diaper changing table be cleaned and disinfected after each diaper change and not wait until the next child needs a diaper change.

Room 3 preschool age room - There were seven children and two staff present. The children were having fun playing in their room.

The center uses Creative Curriculum and has lesson plans/activities. There are plenty of age and developmentally appropriate toys and equipment.

The rooms had lesson plans.

The center has a play room that opened in 2022. One half of the room is for the Head Start preschool program and the other half of the room is for the Early Head Start rooms.

The Early Head start side has a wooden play climber that is over 18 inches and will require indoor surfacing.

Nutrition:

The center participates in the federal food program. The food is catered from Treat America/Company Kitchen. Monthly menus are posted.

Health and safety:

Monthly fire and tornado drills are practiced and documented. Four radon tests were completed in November 2022 and the

test scores were in the acceptable range.

Playground:

Daily playground safety checks were completed. The playground is fenced and had new padded surfacing installed in 2021.

Transportation:

The center doesn't provide transportation services. Some children receive bus transportation services.

Administrative records:

Child files have emergency contact information.

Staff files were reviewed at the Head Start administrative office in November 2022 and were in excellent order.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The staff had excellent interactions with the children, they were attentive to the needs of the children and involved in programming.

Fun, hands on learning experiences are provided to the children on a daily basis.

Staff have excellent longevity of employment, Millie Petrzilka over fifty years. This is an amazing accomplishment.

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

109.10(8): Children's hand washing: Center shall ensure staff assist children in personal hygiene. For each infant or child with a disability, a separate cloth for washing and one for rinsing may be used in place of running water. Children's hands shall be washed: Immediately before eating or participating in food service activity. After using the restroom or being diapered. After handling animals.

For a few minutes One staff was in the program room changing a child's diaper, leaving the other staff in the play room with six children. This made the staff with six children out of ratio. The staff didn't wash the child's hands after diaper changing. The diaper changing table wasn't cleaned and disinfected after the diaper change.

I discussed the need for hand washing after diaper changing with staff and the need for cleaning/disinfecting the diaper changing table. The staff said they disinfect the diaper changing table before they do a diaper change on the next child.

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109.12(4): Sufficient toilet articles are provided for handwashing. Sufficient and safe indoor play equipment, materials, and furniture that conforms with CPSC or ASTM. Play equipment, materials, and furniture meet the developmental, activity, and special needs of the children. Room's arrangement does not obstruct the direct observation of children. Individual covered mats, beds, or cots, and appropriate bedding is provided for all children who nap. Procedures are developed and implemented to maintain equipment and materials in a sanitary manner. Sufficient spacing is maintained between equipment to reduce transmission of disease and allow ease of movement by children and staff to respond to activities and care needs. Sanitary procedures are followed for use and storage of personal hygiene articles.

Additional concerns: In the play room for the younger children you have a wooden climber that is over 18" that requires indoor surfacing.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for 5-1-2022 to 5-1-2024.

Off year licensing visit 2-8-2023.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact your DHS Licensing Consultant to discuss the issue. The child care director may also send a response which will be placed in the licensing file.

*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.