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

Name of Center: Prime Time Youth Care-Eisenhower **Enrollment:** 60 **License ID No. (Reapplications)** 51149

Street: 2624 Marilyn RD **City:** Ottumwa Iowa **Zip** 52501 **County:** Wapello

Mailing Address: 1306 W Williams, Ottumwa, IA, 52501

Director's Name: Becky Eaton **Phone Number:** 641-683-6337

On-Site Supervisor(s): Breanna Berry and Tammy Silvers **E-Mail:** becky.eaton@ottumwaschools.com

Date(s) of Visit: 09-09-2024

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

LICENSING VISITS

X **New Application** **Re-Application** **NA**

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 08-25-2020

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

Date Inspected: 08-14-2024

Comments : due annually completed by Ottumwa Fire Department

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

Financial Type: X Profit Non-Profit NA

Accredition: Accredited NAEYC NSACA Other X NA

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

Get-Well Evening Care Special Needs

SCHEDULE: Year-round X School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General				75	75
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2024 to 12-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert **Date:** 10-04-2024

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Prime Time Youth Care- Eisenhower site is a newly developed before and after school program. It is located in Eisenhower Elementary School in a residential area on the north side of Ottumwa. The center is owned and operated by Prime Time Youth Care in Ottumwa. This center was newly licensed in 2020, closed for a few years and reopened in 2024.

The program Director is Becky Eaton. Director Eaton directs 6 similar programs for Prime Time Youth Care in Ottumwa. She has held this position since December 2015. In total Director Eaton has full time experience in administration of a childcare center for 13 years and many hours of child care training professional development hours. The Supervisor for this site is Breanna Berry. On Site Supervisor Berry has served as OSS at PTYC NOrth, PTYC Eisenhower, another PTYC program that is now closed and PTYC Pickwick. Both administrators float to various sites throughout the week. Ms. Berry has worked for 8 years full time at PTYC. She worked part time at PTYC for 1 1/2 years before that. She has a 2 year degree focusing on early childhood development and has all required certifications. Tammy Silvers also serves as OSS and is present daily. She has served as OSS at other sites.

Program hours are 6:00am-7:45am and 3:15pm-6:00pm Monday through Thursday and Friday 6:00am-7:45am and 1:00pm-6:00pm. School age children are served at this program.

PTYC is governed by a board. The programs written statement is: Our goal is to provide a safe, caring, and enjoyable environment for any school-aged children needing care after the regular school day. This goal is achieved by the teamwork of our caring staff, helpful parents/guardians, and daily communication with the schools. The center website states: Our goal is to celebrate the uniqueness of each child in a caring, fun, enriching environment. The program is administered by the district's Community Programs department, with a director overseeing daily program operation.

Tammy Silvers and I met in person at the center during an unannounced licensing visit. She is in the process of being appointed OSS and will be present daily (Tammy Silvers).

On 9/9/24 I visited the program. At the time of the visit the staff was actively engaged in providing the school age child care program to the children. All program areas were observed at that time.

Program Observations:

The visit consisted of classroom and building area review and observations of activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. The program is held in various areas of the school building. It is available for students attending the school. The music/art room and gymnasium is also available. The room is arranged in an open manner, so that children can be supervised at all times. I observed staff and children during after school routines in the art room, restroom routines, snack routines and outdoor play. I observed routine for how parents pick up children.

Center Nutrition Practices Observed:

Afternoon snack is prepared by kitchen staff but served in the cafeteria/gymnasium. Posted menus indicate that some minimum nutritional requirements are met. Fruit is served frequently.

CACFP guidelines are available so that the center may provide approved snacks to the children.

Center Health and Safety:

Regulations regarding staff and child hand washing, storage and maintenance of a first aid kit, emergency plans and drills for fire and tornado were reviewed. All kits should be labeled. The kit should be taken outdoors or to the gymnasium each time the children leave the room.

Every child occupied program room has adult supervision in the room. At least one staff is present in every room where children are resting. Ratio maintained during mealtimes. Ratio maintained during outdoor activities at the center. Two adults are present when 7 or more children over age three are on the premises. The Director may access Child Care Resource and Referral Consultant Karen Lauer regarding curriculum, staff training and general childcare questions and the Iowa Department of Public Health Child Care Nurse Consultant Mary M. for health and safety related issues.

HHS recommends staff break children into assigned groups so that staff my maintain safe supervision practices.

Regulations regarding safety and sanitation policies and procedures were reviewed. An adequate amount of natural light is provided by windows and other lighting available is overhead fluorescent lighting. Air quality, ventilation and lighting were adequate on both visit days.

I observed fire and tornado drills. They were completed as required.

We reviewed environmental testing and the maintenance of any necessary detection equipment.

Regulations regarding prescription and non-prescription medication, specifically regarding requirements of physician directions, and parental consent were present. The center was in compliance with this rule. An action plan and a medication form should be on file for emergency medications. Medication is kept out of the reach of children. The ill/injured area is located at the far end of the room away from other children until parents can arrive. The room capacity is much larger than typical enrollment, so space is not an issue

Center Playground:

The daycare outdoor play area is on the side of the school building. Surfacing material is of adequate depth. The area is fenced and has natural shade. I observed the play area and no safety hazards were noted.

Playground inspections were complete. The Child Care Weather Watch is utilized if outdoor play is questionable due to varying weather conditions.

Center Transportation Arrangements/Field Trips:

The center provides no transportation and does not take field trips. If walking field trips are taken this year parents must sign a field trip permission form.

Center Administrative Records:

Child misbehavior is addressed by discipline intended to be remedial and instructive in nature. Individual teachers are allowed to develop methods of dealing with misbehavior consistent with that philosophy and short of methods that employ corporal punishment. Required notices and postings and required written policies provided to parents in the form of a parent handbook were present. All mandatory postings including a No Smoking sign, mandatory reporter information, the center license and licensing consultant contact information were present and available for parent review.

Emergency evacuation plans/maps should be posted by each door. Emergency phone numbers are posted by the phone with posting adjacent for emergency numbers for police, fire and poison control center. It should include the center street address and phone number.

Staff and child files are mostly complete. Staff records required for licensing have been integrated into a single file for each staff member. Child files will be reviewed next year including child health statements. The center has 30 days from the beginning of enrollment to procure all child physicals/health statements.

Staff files were reviewed including updated physicals, CPR/First Aid, Iowa criminal/child abuse checks, mandatory

reporting and continuing education courses on employees were up to date. Fingerprints are due every 4 years. Every staff member must be trained and have criminal background checks and fingerprints. The program may access Child Care Resource and Referral for training assistance.

Emergency evacuation plans/maps should be posted by each door. Emergency numbers are posted. Training will be conducted annually on the Emergency Preparedness Plan for this site.

Curriculum and schedules are present.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

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

1. 109.6(2): Director or on-site supervisor on-site during the hours of operation or a minimum of six hours of center's hours of operation. Information on on-site supervisor's qualifications is submitted to the consultant prior to employment and is sufficient to make a determination. On-site supervisor meets qualifications or is "qualifiable" with a plan established to meet qualifications. Corrected as of 10/7/24.

2. 109.10(3)a: All medications shall be stored in original containers with physician or pharmacist directions. Labels should be intact and stored so they are inaccessible to children and public. Nonprescription medications shall be labeled with the child's name.

3. 109.10(9): First aid kit: The center shall ensure that a clearly labeled first aid kit that is sufficient to address minor injury or trauma is available and accessible to staff at all times when children are: In the center. In the outdoor play area. On field trips. The first aid kits should be marked and travel with staff and children to each destination on campus.

4. 109.10(11): Smoking and use of tobacco products shall be prohibited in the center and every vehicle used to transport children. Prohibited in outdoor play area during hours of operation. Nonsmoking signs shall be posted at every entrance and in every vehicle used to transport. Signs shall include: Telephone number for reporting complaints. Internet address to DPH.

5. 109.10(15)a: The center shall have written emergency plans and diagrams for responding to fire, tornado, flood, and plans responding to intoxicated parents, and lost or abducted children. Shall have guidelines for responding or evacuating in case of blizzards, power failures, bomb threats, chemical spills, or other disasters that could create structural damage to the center or pose health hazards. If center is within 10 miles of nuclear power plant, center shall have evacuation plan. Emergency plans shall include written procedures including plans for- Evacuation to safely leave the facility- Relocation to a common, safe location after evacuation- Shelter in place to take immediate shelter when the current location is unsafe to leave due to the emergency issue- Lock down to protect children and providers from an external situation- Communication and reunification with parents or other adults Responsible for the children which includes emergency telephone numbers- Continuity of operations- To address the individual children, including those with functional or access needs. The center will update the EPP. It is currently outdated since it was created four years ago.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year. Diagrams sometimes conflict with school policy. The Director and I discussed this.

109.10(15)c: Center shall develop procedures for annual staff and volunteer training on emergency plans. After the EPP is updated, staff will be trained on the plan.

6. 109.10(16)a: The center and supervisor shall ensure that staff knows names and number of children assigned. Staff shall provide careful supervision. Children should not go down the hall alone or to the restroom. Children were not listening to staff in the gym. Staff were trying to redirect children but they were climbing the rock wall. At times staff forgot clip boards which assist them with keeping track of which children are still present and under their supervision. It was difficult for many staff to know who and how many children they were supervising. Sine the visit the program has changed routines and schedules to assure staff are supervising assigned children at all times.

7. 109.11(1): 35 square feet of usable floor space per child. Capacity must be followed when children first congregate after school. The program has now arranged the schedule so that each child will always have at least 35 square feet of space in the art room.

8. 109.15(1): Center shall serve each child a full, nutritionally balanced meal as defined by CACFP guidelines. Staff shall

provide supervision at table during snacks and meals. Children at center two hours or longer shall be offered food of not less than two hours and no more than three hours apart unless child is asleep.

109.15(2): Center shall follow minimum CACFP menu patterns for meals and snacks. Menus planned one week in advance, made available to parents, and kept on file with substitutions noted. Avoid foods with high incident rate of causing choking. Lucky Charms, some of the yogurts, Bug Bites, etc. do not meet guidelines. The Director has spoken to the school district many times about nutritional requirements.

V. SPECIAL NOTES/RECOMMENDATIONS:

HHS encourages you to contact your local nurse consultant. Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. Please visit the following website regarding health forms and postings and other services offered by IDPH Child Care Nurse Consultants: http://idph.iowa.gov/hcci/consultants This program has access to Consultant Mary Mikulecky (office in Ottumwa) . She is scheduled to meet with them in the fall months (October) to conduct a health and safety checklist and a file review.

HHS encourages you to contact Child Care Resource and Referral Consultant Karen Lauer. They offer centers assistance with meeting the HHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. The center is aware they may access CCNC and CCR&R Consultant on a consistent basis. CR&R Consultant Karen Lauer has made contact with the OSS and explained services the agency provides. She provided IQ4K consultation as well as vacancy updates on the program. Consultant Lauer visited on 10/1/24 to review staff files and made recommendations.

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to correct violations listed above. They should continue to monitor day to day practice and adjust accordingly to continue to ensure licensing rule is met consistently. It is important to note, all HHS licensing standards and procedures must be corrected/maintained during the renewal period.

*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.