Iowa Department of Human Services

CHILD CARE CENTER COMPLAINT

Name of Center: West Liberty Child Care Center **Enrollment:** 23 **License ID:** 21159

Street: 1200 N Calhoun ST **City:** West Liberty **IA** **Zip Code:** 52776 **County:** Muscatine

Mailing Address: 1200 N Calhoun ST

Mailing City: West Liberty **IA** **Zip Code:** 52776

Director's Name: Madeline Villhauer **Center Phone Number:** 319-627-3100

On-Site Supervisors: N/A **E-Mail Address:** wlchildcare@lcom.net

Date of Complaint: 10-02-2023 **Date of Visit:** 10-03-2023

[ ] Scheduled **[X]** Unannounced **[ ]** NA

[X] Non-Compliance with Regulations Found **[ ]** Compliance with Regulations Found

RECOMMENDATION FOR LICENSE

[X] NO CHANGES to licensing status recommended

[ ] PROVISIONAL license from **to**

[ ] SUSPENSION of License

[ ] REVOCATION of License

Complaint Details:

Did this complaint result in a serious injury? ☐ Yes ☒ No

Did this complaint result in a death to a child? ☐ Yes ☒ No

Summary of Complaint:

-A child under the age of 2 years was left outside unattended.
-A child was given peanut butter when they were allergic.
-The director is frequently gone.

Licensing Rules Relevant to the Complaint:

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.

109.10(3) The center shall have written procedures for dispensing, storage, and authorization, and recording of all prescription and non-prescription medications.

109.10(16)a The center and supervisor shall ensure that staff knows names and number of children assigned. Staff shall provide careful supervision.

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.

109.9(2)g Any child with allergies, a written emergency plan. Copy shall accompany child if they leave the premises.

Inspection Findings:

CHILD CARE CENTER COMPLAINT

This worker and Toni Krana (Nurse Consultant) arrived at the child care center. We met with the director, five staff and reviewed staff files.

109.10(16)a. The center and supervisor shall ensure that staff knows names and number of children assigned. Staff shall provide careful supervision. VIOLATED.
-All five staff knew that a child was left outside unattended. The director also knew about this incident. They shared that the toddler and preschool classroom were outside playing. The two teachers brought the children in. They did not realize that a two year old child was outside until the parent pulled into the center. They believe that the child was outside for approximately 5 minutes. Staff were unsure if parents were informed. An incident report was not completed for the child. A write up was not completed for the two staff involved. It is imperative that if the director told the parents that documentation be placed in the file.

109.9(2)g Any child with allergies, a written emergency plan. Copy shall accompany child if they leave the premises. VIOLATED.
-Two children have allergies. A staff member could not tell me what the two children were allergic to. This is the same staff that tried to give a child with peanut butter allergies a peanut butter sandwich, peanut M&M's and peanut butter drizzled popcorn. The staff would have given these items to the child had a staff not intervened.

109.10(3)b. The center shall have written procedures for dispensing, storage, and authorization, and recording of all prescription and non-prescription medications. VIOLATED.
-Emergency medications are on-site with no staff training on use. The staff and director is not being familiar with each care plan. Oral Cetirizine is part of one child's care plan, but medication is not on-site. Authorization forms filled out and signed by parents were not completed to give these emergency medications.

109.15(2) Center shall follow minimum CACFP menu patterns for meals and snacks. Avoid foods with high incident rate of causing choking. VIOLATED.
-Menus will be updated to ensure a tree nut/peanut free center and ensure that choking hazards are not served.

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. NOT VIOLATED.
-Majority of staff shared that the director is there for at least 6 hours per day. Three staff shared that they felt the new director was set up for failure. She was not appropriately trained, was in ratio so that she couldn't learn and was left short staffed.

Special Notes and Action Required:

1. Staff and director will ensure that face to name checks are being completed at every transition or every thirty minutes. Instructions were given to the director.

2. All staff will attend an in person training on emergency medications with the Nurse Consultant. This will be completed in 60 days.

3.. The director and lead teachers will take the Medication Administration Class in person. This will be completed in 60 days.

4. The center is strongly encouraged to go peanut/tree nut free. The center/board will need to develop a policy and ensure signage is up for parents/staff's review.

5. The director will review:
https://www.foodallergy.org/living-food-allergies/food-allergy-essentials/common-allergens/peanut
https://www.foodallergy.org/sites/default/files/2020-11/FARE_Field_Guide_2020_Web.pdf
https://hhs.iowa.gov/hcci/products

6. The director/board will evaluate staff's job performances to ensure staff can provide careful supervision and ensure a sanitary, safe, and hazard free environment. If the director/board feels a staff may need additional support to perform their job duties resources are available:
https://www.arcsei.org/individual-development-assistance/
https://www.goodwillheartland.org/what-we-do/people-services/
https://crossroadsmuscatine.org/services/

7. The director will review: https://www.fns.usda.gov/tn/training-tools-cacfp

8. The director is new. She needs to work with Child Care Resource and Referral and the local nurse consultant to ensure an understanding of Child Care Rules/Regulations:
https://hhs.iowa.gov/hcci/consultants
https://iowaccrr.org/staff/region_5/

9. The director was sent a list of mentors. She is strongly encouraged to reach out to gain some additional support.

Consultant's Signature:

Heidi Brown

Date:

10-08-2023