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

Name of Center: Little Shepherd Christian Preschool **Enrollment:** 50 **License ID No. (Reapplications)** 18225

Street: 210 E Platt St **City:** Maquoketa Iowa **Zip** 52060 **County:** Jackson

Mailing Address: 210 E Platt St, Maquoketa, IA, 52060

Director's Name: Kimberly Bowling **Phone Number:** 563-652-5858

On-Site Supervisor(s): none **E-Mail:** ls3@flmaq.org

Date(s) of Visit: 10-25-2022

Licensing Visit X **Unannounced Visit** X **Off Year Visit** X **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: 11-15-2017

Comments :

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

Financial Type: Profit X Non-Profit NA

Accredition: Accredited NAEYC NSACA Other X NA

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

Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			39	10	49
Summer					0

QRS Rating: N/A

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

Licensing Consultant: Heidi Hungate **Date:** 11-07-2022

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off year visit was completed at this center on 10/25/22. The center director is Kimberly Bowling. Kimberly is qualified with experience and training. Kimberly was present on the day of the visit along with other staff. Kimberly is also the lead teacher for the three year old preschool program. This program is owned and operated by First Lutheran Church and is governed by the church council and a parent board. The program operates year round and offers preschool and child care before and after the preschool hours for preschool age children and school age care for after school and on non school days. The program does participate in the Iowa Voluntary Preschool Grant program.

The center uses identified space on the lower level of the church. The preschool/child care utilizes four different program rooms. The three year old preschool room is a small room that is used for three year old preschool, morning and afternoon sessions, three days per week. The four year old room is currently used for the four year old prek program, nap, some children eat lunch here, and non school day child care). The daycare room is currently used for child care for children age three through school age. One of the rooms ("snack room") is used for some of the food service activities, and this room is not included in the center's license capacity. Program rooms were adequately stocked with age appropriate and accessible toys, manipulatives, tables/chairs, and arts/crafts supplies. The four year old room includes an adjacent restroom area with one toilet and one hand washing sink. There are additional hallway restrooms used by the preschool/child care. Children in the other rooms travel to those restroom areas for all restroom and hand washing activities. It is noted that the program stated they now only uses the women's hallway restroom (two toilets and one hand washing sink), and the single hallway restroom area (one toilet, one urinal, and one hand washing sink).

The program uses the chapel on the main floor of the church once per month for chapel time.

All program space was observed.

The center serves breakfast, morning snack, lunch, and afternoon snack. Breakfast and snacks are provided by the center. Children are required to bring their own lunch from home. The center provides milk for lunch. The preschool is aware that they have to monitor and supplement any snacks and/or lunches that do not meet CACFP requirements. The church kitchen is used only for the center's dish washing activities using the commercial dish washing machine.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The building itself appears to be well maintained. Materials for the children continue to be generally accessible, and postings and crafts are displayed nicely and at the children's level. The center participates in the local AEA program where books are borrowed to supplement program activities. The center provides a "lending library" of information for parents. The licensing binder was found to be highly organized.

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

STAFF FILES:
109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse. At least one hour of training regarding universal precautions and infectious disease control. Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained. Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute or MEDIC First Aid or an equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained. Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
_1_ staff file reviewed did not have evidence of the required trainings being completed within the first three months of employment. Staff hire date was June 2022 and only universal precautions has been completed (10/31/22).

109.9(1)d All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years.
Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.
_1_ staff file reviewed physical was not completed prior to hire as required.
_1_ staff file reviewed did not include the required staff physical form.

***Staff files continue to need organization, and the center shall maintain a tracking system to ensure that all staff files are in and remain in compliance.

CHILD FILES:
109.9(2): All files are updated at least annually and when a change occurs.
At least two children appear to be attending without any enrollment form completed.

***Child files need organization, and the center shall maintain a tracking system to ensure that all child files are complete for all requirements and are in and remain in compliance regardless of which aspects of the program the child is enrolled.

109.9(2)b: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.
_3_ child files reviewed did not have dentist information.
_2_ child files reviewed did not have hospital information.

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 observed unsupervised for brief times in the hallway area. This is not ever appropriate and was discussed with the center director.

109.11(3)a Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.
1. Center director states they are using a diaper station for some diapering activity. There are no cleaning/disinfecting products found at the diaper station. The center is not following proper diaper procedures as required.
2. First aid kit accessible on the floor.
3. Uncovered accessible power outlets in a power strip in the four year old room.
4. Chemicals and disinfecting wipes accessible to children on a shelf in the snack room.

109.11(3)d Record of monthly inspections of outdoor recreation area and equipment shall be kept.
Playground inspections should not be located for 8/2022 or 9/2022.

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.
1. Granola bars are not credible items per CACFP. Concerns with CACFP requirements have been cited previously.
2. Some of the cereals do not meet CACFP requirements. Menu shall indicate specifically what cereals the center serves.

109.15(4)a Food brought from home for children under five years of age not enrolled in school is monitored and supplemented if necessary to ensure CACFP guidelines maintained.
Lunches brought from home are not being monitored and supplemented to meet CACFP requirements as is required for non school age children.

V. SPECIAL NOTES/RECOMMENDATIONS:

The administrative change portion of the report processes the license capacity change to maximum of 49 children because the center again has access to four hand washing sinks.

***Radon testing was due 9/2022 and was received on 12/2/22. It is noted that the snack room is over the limit and the center director reports testing will be redone the weekend of 12/10/22. The center shall follow up with the licensing consultant on this as soon as possible.

1. Update license posted (expired license is posted).
2. Mandatory reporter posting is needed with the required postings.
3. Ensure that emergency exit to the stairwell off of the four year old prek room is kept clean and free of any debris, snow, ice at all times. This was noted previously and many leaves were observed in the stairwell on the day of this visit.
4. Relabel diaper waste can so that it is clearly visible.

The center is reminded of the maximum individual licensed program room capacities as follows:
Three year old preschool room = 7 children
Four year old room = 26 children
Daycare room = 16 children

The center will continue with a full license at this time, however, continued attention is needed for compliance with licensing standards. The center is again placed in corrective action status. The center is directed to correct the items that are cited as well as the items noted above in this section of the report. The center shall submit a written corrective action plan, using the template provided, to the licensing consultant as to how and when those corrections are/will be completed. This plan should be submitted to the licensing consultant for review within 10 days of the receipt of this report. The plan shall include evidence that the center is using a tracking system to keep child and staff files up to date and in compliance as noted previously (please include the completed and up to date staff and child files tracking forms with the corrective action plan). Files shall also be organized. The center is again being referred to continue to work with the local CCRR consultant for additional assistance in remedying the violations and concerns identified in this report. It is important for the administration to correct all items cited in a timely manner and to ensure compliance moving forward in order to prevent a negative impact on future licensing. Thank you.

*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.