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

Name of Center: Childtime Learning Center at Park & Ride **Enrollment:** 62 **License ID No. (Reapplications)** 27930

Street: 610 Center ST **City:** Des Moines Iowa **Zip** 50309 **County:** Polk

Mailing Address: 610 Center ST, Des Moines, IA, 50309

Director's Name: Robin Miller **Phone Number:** 515-243-4366

On-Site Supervisor(s): Kylie Burdick **E-Mail:** 1701@childtime.com

Date(s) of Visit: 05-28-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 03-07-2022

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

Date Inspected: 02-15-2024

Comments : Fire inspections due at least every three years. DIAL Eric Jacobson

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

Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	44	12	42		98
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2024 to 06-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Maggie Gibson, SWIV **Date:** 06-11-2024

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced licensing visit was completed 5-28-24. The Director was present throughout the visit as well as the assistant director; both covering other duties periodically during the visit.

This is the only Childtime Center located in the metro area. The center is owned by The Learning Care Group which is based out of Michigan. The Learning Care Group has other centers in the metro area that go by a different name. The Regional Manager is Kimberly Rodriguez and she oversees all the programs in Iowa. Each center has a director and assistant director. Robin Miller is the director, starting in this role in September of 2022. Robin was the assistant director and has several years of experience in a childcare setting. The assistant director is Kylie Burdick, staring in this role in October of 2022. Kylie had over four years of experience in a childcare setting prior to becoming the assistant director. Both Robin and Kylie meet qualifications for their positions.

This center is located at the downtown Des Moines Park and Ride Garage. Hours are 6:30 am-6:00 pm. There are six enclosed classrooms. They serve infants up to five years of age.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Room observations/Activities: The company provides the curriculum for the center and this is based on the school readiness pathway for infants up to preschool age children. The company also devised their own application (Sproutabout) to communicate with families. Staff are in ratio; with structure in the rooms; staff were attentive to the children. - There is a variety of age/developmentally appropriate play centers and toys. Handwashing signs are posted as required. Changing tables in one year old room and baby room were in need of deep cleaning/sanitization as there was visible debris (crumbs, dirt, dust, etc) was observed. Staff need to be mindful of having children wash their hands after using the restroom and staff need to be washing infants/small children's hands after diaper changes.

Nutrition Practices: There in an on-site kitchen. There is usually dedicated kitchen staff, however on the day of the visit, the assistant director was doing the meal preparation. The center is enrolled in the CACFP food program and as such, the menus reflect this criteria. The kitchen was clean and organized; with menu's posted. The meals/snacks are served family style in the classrooms. Menus are crafted by corporate office.

Health/Safety: Medications are stored securely in the directors office; discussion took place regarding the need to have emergency medications stored securely in the child's classroom. Handwashing posters were displayed. First aid kits were available. Tornado/Fire diagrams were posted. Drills were documented to have been completed monthly. Radon testing was completed 6/14/23; all levels below 4.0. The center needs to acquire carbon monoxide detectors.

Playground: The playground is enclosed with chain link and wrought iron look fencing. There are two shade structures and play equipment. Surfacing is artificial turf. The playground appears in good repair.

Transportation/Field Trips: NA

Administrative Review: Fliers for mandatory reporting, consultant contact, license, and non-smoking signs were posted. Six child files were reviewed with all in need of an annual update and two requiring updated physicals. Five staff files were reviewed; all five were missing physical forms. Two files were missing CPR/First aid training.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center's QRS rating has recently expired and the director is attempting to complete the process to attain IQ4K level 1.

There is good communication between staff and families. The staff care about the children and work on knowing the children and their families. The center uses an app called Sprout About, this allows for real time communication with families.

The childcare rooms are organized, clean and have some structure.

The center has a secure entrance.

There are video cameras in every childcare room and the playground.

The center conducts monthly staff meetings and there is a yearly safety training for staff every October, where the center closes for two days for this training.

The new administrative team works well together.

The Smiles Program comes out to the center twice a year.

The center participates in the food program.

The center provides activities for the children at the center, with the zoo coming and the conservation center.

The center just had a graduation party for the preschool children.

The administration team works hard to let staff know they are valued and appreciated. They just did a teacher appreciation week in May, with a theme of lights, camera, action and treated the staff like movie stars, doing something every day of the week for appreciation.

There is a staff shout out board.

There is a student of the month honored every month in each classroom.

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

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.
Number not in compliance: 5

109.9(1)e: All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training.
Number not in compliance: 2

109.9(2): All files are updated at least annually and when a change occurs.

109.9(2)c: All files contain information regarding the specific health and medical needs of a child including information regarding any prescribed treatment.
For school-age programs in the child's school, all files include a statement signed by the parent that the immunization information is available in the school file.
Number not in compliance: 2

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and

outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. 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.

>Changing tables in one year old room and baby room were in need of deep cleaning/sanitization as there was visible debris (crumbs, dirt, dust, etc) was observed. Staff need to be mindful of having children wash their hands after using the restroom and staff need to be washing infants/small children's hands after diaper changes.

V. SPECIAL NOTES/RECOMMENDATIONS:

The director and assistant director continue to be in classrooms in ratio; which presents a hardship for administrative tasks to be completed; this center will be referred to CCR&R for assistance with establishing a file management system and to complete staff files immediately. The director indicated that one staff is set to have CPR/First Aid training 6/24/24 and certificates will need to be provided.

The director will pick a month to do an annual update of each child file yearly (repeat recommendation). The director will ensure all child files have an annual physical. (repeat request/reminder)

The director will ensure all staff files are up to date with all necessary certificates and paperwork. (repeat request)

*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.