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

Name of Center: KidQuest, BASC **Enrollment:** 11 **License ID No. (Reapplications)** 50260

Street: 602 Lincoln St **City:** Parkersburg Iowa **Zip** 50665 **County:** Butler

Mailing Address: 427 Nash Street, Aplington, IA, 50604

Director's Name: Kimberly Scallon **Phone Number:** 319-347-6366

On-Site Supervisor(s): Madison Brustkern **E-Mail:** kqaplington@gmail.com

Date(s) of Visit:

Licensing Visit **Unannounced Visit** **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: 08-15-2018

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 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	0	0	0	30	30
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 10-01-2018 to 12-01-2020
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 09-03-2019

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 11/14/18 I made an unannounced new licensing visit to KidQuest BASC program in Parkersburg. I met with Amanda Meyer, the lead staff member and on-site supervisor. Ms. Meyer has ten years of experience working in child care. She started with this program when it opened in October 2018. Kim Scallon is the director of this program and of Kidquest in Aplington. She has been with Kidquest since August 2015. Ms. Scallon has a BA in early childhood education and an AA in child development. The program employs two staff members. Jade McBroom is the second staff member.

The program was given permission to open on 08/23/18, but due to staffing problems they did not start until 10/01/18. The program operates out of Parkersburg Elementary School. Amy May is the principal at the school. The hours of operation are 6:00-8:00 am before school and 3:30-6:00 pm after school. It serves children who attend Kindergarten through fifth grade. The program does not operate during the summer. There are currently 11 children enrolled in the program.

The program utilizes the library and the gym/cafeteria. An inspection of each room was completed. Artificial lighting is used. The centers observed include art/crafts, library, blocks/Legos, games, computers, table toys, transportation, puzzles, listening, math and writing. Centers are stored in the library and brought out prior to the program starting. Materials were in good condition. The materials are located at child level so they were easily accessible to the children.

I visited the program during the afternoon hours. The program was in ratio. During the morning hours, the children who want to eat breakfast leave the program at 7:45 am and are under the care of school staff at that time. At 8:00 am the children line up at the door to go to their classes.

The children use bathrooms located in the school hallway. The girl's bathroom has two toilets and one sink. The boy's bathroom has one toilet, one urinal and one sink. Handwashing procedures were posted in the girl's bathroom, but must also be posted in the boy's bathroom. There are additional bathrooms available in the school.

There was a phone with emergency numbers in the library. Emergency fire and tornado procedures were posted by the main program and outdoor exits. A daily schedule was posted and a lesson plan was available for review.

The children eat snack in the cafeteria. Ms. Meyer states the school prepares the tables prior to snack. She did not know how they prepared tables. I advised Ms. Meyer to prepare the tables herself both prior to snack and after snack. Clean the tables with soap and water first and then the sanitizer. The school provides Ready Quat to use as a sanitizer on the tables. There is a refrigerator in the office area of the library and a thermometer was present. This is also where snacks are stored. Snacks were properly stored. Snacks are provided by the program. Make sure snacks are documented.

I reviewed documentation of monthly fire and tornado drills. I reviewed monthly documentation of playground inspections. A radon test and fuel burning inspection is not necessary because the program is exempt from environmental assessments as a before and after school program located in a public school building. Carbon monoxide detectors are also not necessary. The fire marshal inspection occurred on 08/15/18. Fire marshal inspections must occur every three years. Emergency Preparedness Plans are complete.

Staff and children files were reviewed at the time of the licensing visit. I reviewed five children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Two files provided inadequate emergency dental information and one files provided inadequate emergency doctor information. One file did not provide a hospital.

I reviewed two staff files and they were in great condition. I reviewed handbooks and they were in good condition.

There is a parent board in the hallway. You must post my contact information and the mandatory reporter information. Post the license once you receive it.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

There is a benefit for parents that the program is located in the school. This allows the children to stay in one place.

The children are happy in the program and the parents are happy with the service they provide. Parents are supportive of the program.

The program has a good working relationship with the school.

Ms. Meyer and Ms. McBroom were observed to have terrific interaction with the children. They offer the children fun group activities and interact with the children at their level.

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

109.4(4): Requirements and procedures for mandatory reporting of suspected child abuse shall be posted where they can be read by staff and parents.

109.4(5): Child Care Centers and Preschool Licensing Standards and Procedures shall be available in the center and a notice stating a copy is available for review. Contact information of the child care consultant shall be included in the notice.

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.
Number not in compliance for medical: 1
Number not in compliance for dental: 2
Information lacking: Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Two files provided inadequate emergency dental information and one files provided inadequate emergency doctor information. One file did not provide a hospital.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be 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 me (phone 319-292-2429; email rfrost@dhs.state.ia.us so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

An administrative change is being made in August 2019 to name Madison Brustkern as the on-site supervisor. She has 90 days to complete the additional 18 points she needs. She has a plan to complete training courses and has already started taking them. Ms. Scallon has kept me updated on the progress.

*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.