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

Name of Center: DCY Early Learning Center **Enrollment:** 93 **License ID No. (Reapplications)** 52405

Street: 7788 Chavenelle Road **City:** Dubuque Iowa **Zip** 52002 **County:** Dubuque

Mailing Address: 35 N Booth St, Dubuque, IA, 52001

Director's Name: Courtney Morgan **Phone Number:** 563-556-0443

On-Site Supervisor(s): **E-Mail:** Cmorgan@dubuquey.org

Date(s) of Visit: 01-13-2025

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

LICENSING VISITS

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

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

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

Date Inspected: 12-18-2023

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: X Infants (0-23 mo.) X 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	71	33	46	30	180
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 01-08-2024 to 01-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 02-20-2025

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 1/13/25. Present for the visit was the approved center director, Courtney Morgan, and other staff. Courtney was able to accompany the licensing consultant throughout the majority of the visit. This site is one of several child care programs owned and operated by the Dubuque Community YMCA (DCY). The DCY has a well defined administrative structure. The center is non-profit. This particular site is located in a building that at least a portion of it has been remodeled as the child care center. The center does not participate in the Iowa Voluntary Preschool program, however, the Dubuque school district does administer this program in a separate location in the same building and children from that program may attend the child care center outside of preschool time.

The center includes 10 different program rooms assigned for various age groups. One of the toddler rooms is not in use at the current time. The center includes an additional large room that is used as large motor space for various groups of children at various times of the day. Program rooms were generally observed to be spacious and to offer a variety of choices of activities with new furnishings and accessible materials. All program rooms include sinks within the program rooms. Toddler and older rooms include adjacent restroom areas. Diaper stations are located in two year old and younger rooms. Program rooms include at least one hand washing sink. Most rooms also include a sink labeled for food preparation. All program space was observed.

The center serves breakfast, lunch, and snack. The center does participate in the CACFP. All meals and snacks are prepared on site by the kitchen staff person in the center's kitchen. The kitchen is designed well and is organized.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center is new and was designed specifically as a child care center. Rooms are bright with windows, are spacious, and have new furnishings. Staff and child files and other required licensing documentation were found to be organized. The center director has continued working with the local CCRR consultant as well as the local child care nurse consultant on center improvements and room arrangements. It is recommended that this consultation continue.

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

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.
1. Miscellaneous choking hazards accessible in the toddler 2 room.
2. Staff purses/bags and miscellaneous items that should not be accessible are accessible to children in the three year old room.

3. Radio set on top of paper towel dispenser in the infant #3 room is a topple hazard.
4. Staff purse accessible to children in the infant #2 room.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center was reminded of allowable age combinations. Two year old children may not be combined with four year old children, and three year old children may not be combined with school age children unless under the very specific rule 109.8(2)h for the very beginning and/or end of the day with only the number of children and staff present at the center as defined by the rule. The center will need to ensure compliance.

Kitchen fuel burning appliance(s) inspections documentation was received on 4/8/25. Report can now be completed. In the future, please ensure ALL gas appliances in the building are inspected timely each year and that documentation of this is placed in the licensing binder.

1. Ensure items are not stored on diaper stations. Get out just the materials needed (not the entire package of wipes or gloves, etc.) before starting the diaper change as required.
2. Remove taped items from tables/surfaces used for food service activities so that the surfaces can be properly cleaned and sanitized.
3. Ensure at least three feet of space around a crib that has a child in it. Ensure cribs do not block any door pathways. This was reviewed with the director and staff.
4. Remove magnets from the center that may become potential choking hazards.
5. Ensure current menu is posted where visible to parents.
6. Ensure paper towels are used from dispenser.
7. Improve supervision of hand washing and restroom areas in some instances. Staff should be immediate to the areas to ensure children are supervised and following procedures.

The center will continue with a full license. The center is directed to correct the items cited and the items noted above in this section of the report and to submit a written summary to the licensing consultant as to how and when those corrections are/will be completed. The written summary shall be submitted within 30 days of receipt of this evaluation. 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.