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

Name of Center: Busy Hands Preschool and Daycare Center **Enrollment:** 25 **License ID No. (Reapplications)** 20243

Street: 14506 170th ST **City:** Letts Iowa **Zip** 52754 **County:** Louisa

Mailing Address: 14506 170th ST, Letts, IA, 52754

Director's Name: Betsy Clements **Phone Number:** 319-726-3634

On-Site Supervisor(s): N/A **E-Mail:** bclements@lmcsd.org

Date(s) of Visit: 12-02-2022

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 01-31-2021

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

Date Inspected: 04-20-2021

Comments : Does Comply.

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: Year-round X School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			16	25	41
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2021 to 04-01-2023
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Brown **Date:** 12-14-2022

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

I arrived at Busy Hands for an annual visit on 12/2/2022. The center is nonprofit. The center provides childcare to preschool-school aged children. The center has 25 children enrolled. The center is open 7:00am-8:00am and 3:30pm-5:00pm. The center is inside of L&M Elementary School. The center uses one classroom. The center's fire inspection was completed on 4/20/21.

The director is Betsy Buckman. Betsy has a Bachelor's Degree in Early Childhood Education. Betsy started in 2012.

The center's curriculum is Creative Curriculum and Reading Wonders.

The center offers breakfast through the school (optional). The center provides afternoon snack.

The center does not offer field trips.

All program space was observed. The areas observed included: classroom safety/activities, nutritional practices, health and safety practices, playground observations, field trip/transportation practices, and file/policies/notebook review.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

-The center is clean and welcoming to those who enter.
-The children have access to a wide variety of education activities.
-Staff interactions with the kids were very pleasant and nurturing.
-The center is now using the SeeSaw app for increase parent communication.

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

109.9(1)b: All files contain: A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information. Copies of the results of Iowa records checks conducted. Copies of national criminal history check results. Any Department-issued documents sent to the center related to records check.
-Staff files were not accessible on the date of my visit due to an office employee being gone. It is vital that these records are accessible to DHS when they arrive for an unannounced visit.
-Two employees did not have an Iowa SING check of National FBI check accessible.

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.
-Staff files were not accessible on the date of my visit due to an office employee being gone. It is vital that these records are accessible to DHS when they arrive for an unannounced visit.

-One staff needed Mandatory Reporter Training, one staff needed Universal Precautions training, and two staff needed Essentials Training.

109.9(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.
-2 immunization records need signed and dated.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.
-Fire and tornado drills were not completed in 9/22, 10/22, 11/22.

109.11(7)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted.
-Radon testing must be completed every two years.

109.11(7)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.
-Fuel burning appliance inspection must be completed annually.

V. SPECIAL NOTES/RECOMMENDATIONS:

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to correct the items listed in Section IV. The director gave me a verbal commitment that the noted rule violations would be promptly corrected. It is important to note, all DHS licensing standards and procedures must be maintained during the renewal period.

The following agencies are available to provide consultation, support, and educational opportunities:

CACFP: https://educateiowa.gov/pk-12/nutrition-programs/child-and-adult-care-food-program
Child Care Resource and Referral: https://iowaccrr.org/staff/region_5/
Early Childhood Iowa: https://earlychildhood.iowa.gov/
First Children's Finance: https://www.firstchildrensfinance.org/
Healthy Child Care Nurse Consultants: https://idph.iowa.gov/hcci/consultants
Iowa AEYC: http://www.iowaaeyc.org/
Iowa After School Alliance: https://www.iowaafterschoolalliance.org/
Iowa State University: https://www.extension.iastate.edu/humansciences/early-childhood
4c's of Johnson County: https://www.iowa4cs.com/

*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.