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

Name of Center: HACAP Head Start-Maquoketa **Enrollment:** 11 **License ID No. (Reapplications)** 51200

Street: 904 E Quarry **City:** Maquoketa Iowa **Zip** 52060 **County:** Jackson

Mailing Address: 1515 Hawkeye Dr, Hiawatha, IA, 52233

Director's Name: Christi Regan **Phone Number:** 563-652-3814

On-Site Supervisor(s): Sue DeMoss **E-Mail:** cregan@hacap.org

Date(s) of Visit: 08-28-2023

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

Date Inspected: 11-16-2020

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 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			20		20
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2022 to 12-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 09-01-2023

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 the center on 8/28/23. The on site supervisor, Sue DeMoss, was present along with two other staff. The cook staff also helps out in the classroom as needed. This Head Start program is one of many managed by the HACAP entity. There is a well-defined organizational structure within HACAP. Autumn Veneziano was the center director for this location at the time of the visit. Autumn was not present on site on the day of the visit. Subsequent the visit, Christi Regan has assumed center director responsibilities. The program serves children age three to five and operates during the school year. The program is located within a building owned by the City of Maquoketa. The Head Start program leases classroom space in the building.

The program area is a large room with an adjacent kitchen area which is partially separated from the program areas by a large counter space and half door. The program area is arranged with various learning/activity centers and contains sufficient materials and supplies to support the program activities. Books are also displayed nicely for the children. Restroom and hand washing facilities are adjacent on one side of the program area. It is noted that currently just one of the restroom areas is used for the children (two toilets and two hand washing sinks). The other area is used for staff only. All program space was observed.

The program serves breakfast, lunch, and snack all prepared by the cook on-site. The kitchen area appears clean and very organized. The center does participate in the CACFP.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program continues at four star QRS rating through 3/31/24. The center continues to be managed by an experienced and educated on-site supervisor. The staff are also quite experienced and have worked together at this site for a number of years. Their familiarity is reflected in their approach and presentation of activities with the children. The center is stocked with plenty of arts/crafts materials and other items to support this preschool environment. Materials are organized and are arranged nicely. The staff were once again observed to be highly engaged with the children in activities, and the children appeared to be enjoying their experience. The center has added a commercial grade dish washing machine to the kitchen area. The licensing documentation was found to be organized.

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

109.10(5) Infectious disease control: Centers shall establish policies and procedures related to infection disease control and use of universal precautions with handling of bodily fluid. Soiled diapers shall be stored in containers separate from other waste.
1. Center needs waste can for diaper/pull up waste only. It should be a foot press lidded can and be labeled clearly for this material only.

V. SPECIAL NOTES/RECOMMENDATIONS:

1. The center needs attention to the timeliness of licensing compliance items such as radon testing and annual fuel burning appliances inspections. This documentation shall be maintained in the licensing binder for review at any time by the licensing consultant.
2. Center's deep freezer unit needs a working and visible thermometer to be monitored regularly.
3. Staff files shall be kept on site and complete for all staff working at the center. Some additional organization of staff files is needed. This has been noted previously.
4. Radon testing was due March 2023. The center director states as of 10/18/23 the test has been mailed off and will send results as soon as she receives them. The results shall also be placed in the licensing binder on site.

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.