



Health and
Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Children's Imagination Station

Provider No.: 14144

Address: 1826 3rd Ave South, Denison, IA, 51442

County: Crawford

Director's Name: Amanda Musfeldt

On-Site Supervisor:

Phone Number: 7122637100

E-Mail: director@denisonccis.org

HHS Visit Date: 04/29/2026

Licensing Period: 06/01/2026 to 06/01/2028

Fire Inspection:

Date Inspected: 03/15/2024

Comments: fire inspections are due every three years

Report Visit Type:

- ☐ PTO
- ☒ Licensing Visit
- ☐ Drop In
- ☐ Administrative Change

License Type:

- ☒ Full
- ☐ Provisional

Quality initiative:

- ☐ Accrediation

Program Duration:

- ☒ Year-Round
- ☐ School Year
- ☐ Summer Only



CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	<u>Year-round</u>	<u>School-Year</u>	<u>Summer Only</u>
Sunday			
Monday	5:30 AM to 6:00 PM		
Tuesday	5:30 AM to 6:00 PM		
Wednesday	5:30 AM to 6:00 PM		
Thursday	5:30 AM to 6:00 PM		
Friday	5:30 AM to 6:00 PM		
Saturday			

Program Population Served:

- ☒ Infant(0-<24 Months)
☒ Toddler
☒ PreSchool
☒ School Age
☐ All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	25	24	63	34	146
Summer					0

1. Basic Overview

An unannounced licensing visit was made to Children's Imagination Station in Denison, Iowa on 4/29/26. The center is owned by the city and the city is responsible for building maintenance. The center has a board. There are monthly meetings with both the city and the board. Amanda said the board is supportive. The child care center is located in a residential area. The center opened in 2001. Denison Head Start I and II are also located in this building. Amanda Musfeldt became the interim director in August 2024 and became the director in August 2025. Amanda is working on her associate's degree in general studies with a focus on early childhood education and then she plans to get her bachelor's degree. Child care services are offered to infant-aged children up until a child is 12 years old Monday through Friday 5:30 AM to 6:00 PM. I met with Amanda Musfeldt during my licensing visit. There are 82 children enrolled. Thirty-seven children were present during my visit.

Observation of rooms:

There are seven programming rooms. All were being used except the school age room. The school age children were in school at the time of my visit. All programming rooms looked nice and were in ratio. Most programming rooms were observed during nap time. Staff were positive and attentive to the needs of the children. The programming rooms had a fun variety of age and developmentally appropriate toys and equipment. The daily sheets looked good. The lead teachers in each room are responsible for their lesson plans/activities. Not all of the rooms had lesson plans. Please make sure all rooms have lesson plans posted. During the summer, the school age program has weekly themes. The Brightwheel child care app is used.

Nutrition:

The center receives their meals from Company Kitchen. They receive breakfast, lunch, and snack. Monthly menus are



CHILD CARE CENTER ANNUAL EVALUATION

posted. Proper food storage was observed. There were no thermometers in the refrigerator or freezer in the infant room. The center participates in the federal food program. Children's allergies were posted.

Health and safety:

The center follows the medication management procedures when children are prescribed medication. Fire and tornado drills are practiced and documented monthly. Radon testing was done in April 2024. Seven tests were completed and all test results were under a 4.0 pCi/L. Radon testing is due every five years as long as the results are below 4.0 pCi/L. It was reported that the building has all electrical appliances, therefore a fuel burning inspection isn't required. Oxivir Tb is used for disinfecting and Purell Surface is used for sanitizing. Please make sure you follow the three-step process: 1. Soap/water for cleaning, 2. Water for rinsing, and 3. Your EPA and child care approved product for sanitizing and disinfecting. Amanda thought when they started using sanitizing and disinfecting products other than bleach water that they no longer needed to use the three-step process. The three-step process is required regardless of what is being used for sanitizing and disinfecting. Disinfecting is for diaper changing. Sanitizing is for food surface areas and hard surface toys. I observed a staff member wash their hands in the food prep sink even though the sink was labeled food prep. This is a risk for cross contamination. The food prep sink had hand soap which would not be necessary at a food prep sink. Please label all sinks throughout the building as to whether they are food prep or handwashing sinks. Two of the handwashing sinks have a drinking fountain. This is a risk for cross contamination. Please either shut the water off for the fountain or find a way to make sure the children cannot use the drinking fountain.

Playground:

The center has playground areas for each age group of children. Amanda reported the monthly playground safety inspections are completed; however, she was unable to locate the documentation. The two-year-old and under playground has a small climbing toy, sandbox, and riding toys. Poured in fall surfacing is used. The playground for two and over has a sandbox and climbing structures. Woodchips are used for fall surfacing. Amanda has put in an order for more woodchips with the city. It is strongly recommended that additional woodchips be put on the playground as soon as possible. The children are at risk of harming themselves if there is not additional fall surfacing in the playground area.

Transportation:

The center doesn't provide daily transportation services. During the summer the school age program goes on field trips.

Administrative records:

The center has the required postings on the parent board. The center has the required policies and procedures. The center employs 22 staff. Eight children's files were reviewed. Three files were missing the name and number for the dentist, two were missing current physical exams, and none had permission for the center to secure emergency medical or dental treatment. Anna, the office manager, maintains the children's and staff files. Please review all children's files to make sure they have all necessary information required by HHS. Three staff files were reviewed. Two were missing current physical exams. Please review all staff files and make sure all files have current record checks, personal development, and physicals as required by HHS. Staff attended the Wall Lake conference in 2025 and the Applebaum conference in Des Moines in March 2026.

2. Identify Observed Strengths of the program

Amanda Musfeldt is very enthusiastic and proud of the center. She has been working very hard to learn the licensing rules. The center is a wonderful resource for the community. Staff were attentive to the needs of the children. Many staff have excellent longevity. The center is working on IQ4K. The center receives various grants and has fundraising events throughout the year. The center has an intercom system which allows communication between staff; this is extremely helpful if a staff person needs to leave the room, emergency issues, or if more staff are needed in a room. The center received a grant to update the intercom system. The center has a supportive board. Amanda has been working with Bailey Hill with Child Care Resource & Referral monthly and she has been working with the Child Care Nurse Consultant, Jennifer Chapman. Amanda maintains daily communication with staff, has staff meetings every four months, and she provides weekly staff notes. Amanda identified the center's strengths as being very welcoming, staff are attentive to the needs of the children, and staff longevity. Most staff have been at the center for three or more years and two have been employed for over 20 years. The center maintains contact with parents through the Brightwheel app. Amanda applies for grants regularly for toys, art supplies, and equipment.

3. Identify the aspects that fall below the standard



CHILD CARE CENTER ANNUAL EVALUATION

109.9(1)b: 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. Three staff files were reviewed. Two were missing current physical exams.

109.9(2)d: 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. Eight children's files were reviewed. Three files were missing the name and number for the dentist, two were missing current physical exams, and none had permission for the center to secure emergency medical or dental treatment.

109.11(4)b: Record of monthly inspections of outdoor recreation area and equipment shall be kept. Amanda reported she completes monthly inspections but was unable to locate the background checks during my visit.

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served. Program complements but does not duplicate school curriculum. Schedule of program is posted in a place visible to parents. Not every room had lesson plans posted.

109.13(5)a: Sufficient refrigeration appropriate to perishable food is provided. The refrigerator and freezer in the infant room did not have thermometers.

109.13(5)b: Sanitary and safe methods in food preparation, serving, and storage sufficient to prevent transmission of disease, infestation, and spoilage are followed. Staff preparing food that have injuries on hands wear protective gloves. Staff serving food use clean serving utensils and have clean hands/wear protective gloves. The center is at risk of cross contamination due to several issues. One of the issues is that staff were not using the three-step process. They were only using their approved product for sanitizing and disinfecting. One staff member washed her hands in the food prep sink that was clearly labeled food prep only. Two of the sinks in the rooms had drinking fountains. The drinking fountains need to be blocked off or have the water shut off so children do not attempt to drink out of the sinks that are for handwashing.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

5. Special Notes/Recommendations

A full license is recommended for 6/1/26 to 6/1/28.

Targeted Assessment Behavior Management

I discussed with Amanda her oversight of behavior management related to helping childcare staff: 1. Understand expectations, 2. Managing frustrations, 3. Monitor performance. Amanda said she teaches staff to get on the children's level, they don't yell, staff can call for help, and there are cameras to help ensure the children's safety and for Amanda to observe if staff appear they are getting overwhelmed.

It is strongly recommended that the center get an on-site supervisor to be responsible when Amanda is gone and to help her with any areas she is unable to complete on her own.

Date: 05/04/2026



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CHILD CARE CENTER ANNUAL EVALUATION

HHS Licensing Consultant: Tausha Bottorff

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **<https://iowaccrr.org>**.