

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

Name of Center: Spring Ahead Learning Center **Enrollment:** 40 **License ID No. (Reapplications)** 18223

Street: 215 Clark ST **City:** Lime Springs Iowa **Zip:** 52155 **County:** Howard

Mailing Address: PO Box 72, Lime Springs, IA, 52155

Director's Name: Jodie Hubka **Phone Number:** 563-566-8058

On-Site Supervisor(s): Jodie Hubka **E-Mail:** springaheadlc@hotmail.com

Date(s) of Visit: 03-05-2019

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

LICENSING VISITS

New Application X **Re-Application** NA

Signed Application (470-0722) Received X **Yes** No NA **Date Signed:** 03-01-2019

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

Date Inspected: 10-23-2018

Comments : Compliance on 11/28/18

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: Profit X Non-Profit NA

Accreditation: 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:	<u>Year-round</u>	<u>School-Year</u>	<u>Summer Only</u>		
LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	12	12	16	20	60
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	FULL license from 04-01-2019 to 04-01-2021
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCACTION of license

Licensing Consultant: Becky Frost

Date: 03-15-2019

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 03/05/19 I made an unannounced licensing visit to Spring Ahead Learning Center in Lime Springs. I met with Jodie Hubka, the director of the program. Ms. Hubka became the director in May 2017. Ms. Hubka has an early childhood diploma, an AA in liberal arts and two years of business administration. She is a NAEYC member. The center employs six staff members.

The program is located in a free standing building. The program opened on 02/04/13. The center serves infants through school-aged children and operates Monday through Friday from 5:00 am until 6:00 pm. They offer a three-year-old preschool program that operates Tuesday, Thursday and Friday from 8:00 am until 3:00 pm. There are currently 40 children enrolled in the center. The center has a Quality Rating System (QRS) level of 4 which expires on 10/31/20.

The center operates out of the following classrooms, Cuddles (infants, birth until 18 months), Tumblers (18 months-two-year-olds), Explorers (two-year-olds) Caterpillars/Butterflies/Spring Ahead (preschool and school-aged children). An inspection of each room was completed.

Windows provide natural lighting. The rooms in use are decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdays were posted. There is an area for circle time.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, play dough, art, dramatic play, writing, math, science/discovery, woodworking, sensory table and music. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Materials were in good condition. The materials are located at child level so they were easily accessible to the children.

The program uses a variety of resources to create lesson plans. Activities are developed around weekly themes.

There was a phone with emergency numbers in the classrooms. Please post the emergency numbers in the kitchen and move the emergency numbers in the infant room so they are not posted behind the microwave. Emergency fire and tornado procedures and diagrams were posted by the main program and outdoor exits. A daily schedule was posted and a lesson plan was available for review.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in March 2017 and is good for two years. Results were within EPA guidelines. The program is conducting another radon test this month. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and is located in the Explorers room. Outlets were protected. The fire marshal inspection occurred on 10/23/18, with compliance on 11/28/18.

The parent information is located on a bulletin board inside the entrance. The mandatory reporter, child care consultant and

the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

Staff and children files were reviewed at the time of the licensing visit. I reviewed eight 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. Three files did not provide adequate dental emergency information and one file did not provide adequate doctor emergency information. There were two outdated physicals. There was one missing immunization certificate.

I reviewed three staff files. One staff member did not have a physical or an employee statement.

The program is using the Brightwheel App. This does not have a spot to document the child's disposition. This is required so please make sure staff members know this must be documented under "notes". The program takes pictures of the children engaged in activities for the activities requirement. You must post diaper changing procedures near the changing table in the Explorers room. Remove the expired Ibuprofen from the medication box in the kitchen.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Hubka states they added technology in each of the classrooms.

Ms. Hubka states they have gone paperless.

The center has a Quality Rating System (QRS) level of 4 which expires on 10/31/20.

Ms. Hubka states it is their goal to increase enrollment and staff wages.

Ms. Hubka states they offer a full day three-year-old preschool program.

Ms. Hubka states the program is participating in the Child and Adult Care Food Program (CACFP).

The program is very flexible with the parents and their schedules.

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

109.9(1)d: 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.

Number not in compliance: 1

One staff member did not have a physical.

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: 3

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. Three files did not provide adequate dental emergency information and one file did not provide adequate doctor emergency information.

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.

*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.