

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

Name of Center: Boyer Valley Campus Care-Dow City **Enrollment:** 23 **License ID No. (Reapplications)** 42916

Street: 212 S School ST **City:** Dow City Iowa **Zip:** 51528 **County:** Crawford

Mailing Address: 1102 Iowa AVE, Dunlap, IA, 51529

Director's Name: Sarah Eneboe **Phone Number:** 712-674-3826

On-Site Supervisor(s): **E-Mail:** seneboe@boyer-valley.k12.ia.us

Date(s) of Visit: 06-15-2017

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

LICENSING VISITS

New Application	Re-Application	X	NA		
Signed Application (470-0722) Received		Yes	No	X	NA
FIRE INSPECTION	X	State	Local	NA	Is Fire Inspection Approved?
					X Yes No NA

Date Inspected: 01-13-2015

Comments :

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

 Evening Care X Special Needs

SCHEDULE: X Year-round School-Year Summer Only

HOURS:	<i>Year-round</i>	<i>School-Year</i>	<i>Summer Only</i>
LICENSE CAPACITY	Infants	2 Years	Preschool
General	4	10	10
Summer			11
			Capacity
			35
			0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	FULL license from 08-01-2017 to 08-01-2019
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCAION of license

Licensing Consultant: Kathy DeGeorge-Evans

Date: 06-28-2017

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off year licensing visit was made to Boyer Valley Schools Campus Care - Dow City on 6-15-2017. I met with the director Sarah Eneboe. During the summer of 2017 the Dunlap Campus Care is being combined with Dow City and held at the Dow City site. The center is located in the Boyer Valley Community School. The program provides child care to children who are six weeks to school age. The hours of operation are 6:00 am to 6:00 pm Monday through Friday. Full day child care is offered to infant age children to preschool and before and after school programming.

Sarah Eneboe is the director. Sarah came in November 2016. Sarah has a Bachelor's Degree in Non Profit Management, specializing in Education. Sarah is also the director of Campus Care in Dunlap. Sarah was a para/associate for the preschool program in the school. There are thirty four children enrolled in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Sarah Eneboe is very excited to be the director of both sites. She is learning so much about the child care programs and the DHS rules. During the school year Sarah goes to both sites.

Sarah has received help from a director at another center regarding curriculum and lesson plans.

She maintains ongoing contact with staff. She sends staff group texts and talks to them on a daily basis.

Sarah had documentation of monthly fire and tornado drills for 2017.

Excellent staff interactions were observed with the children. The children were involved in a variety of activities during my visit.

The children go on walking field trips to the library and the fire station. Guest speakers come to the center. During the summer the programming is more laid back.

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

109.9(2): All files are updated at least annually and when a change occurs. Children's files need to be reviewed and updated with the required information.

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.

Information lacking: Children's files were not complete. Please review all children's files immediately and have them updated with the required information.

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. Please do your radon testing as soon as possible and email me the testing date and the test scores.

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. If

your building has fuel burning appliances you will need an annual fuel burning inspection - boiler inspection. Make sure you have carbon monoxide detectors. Email me and let me know the date of the current fuel burning inspection - boiler inspection.

109.15(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.

Additional concerns: Please place thermometers in the refrigerator and freezers in the kitchen and if you have a refrigerator/freezer in any program rooms please put them in those also.

The microwave needed cleaned out. Please make sure the staff clean the microwave after every use.

Sarah reported that Lori in the school office has all of the employee information including record checks. Lori wasn't available during my licensing visit. You will need to have the DHS required information for all staff. I will email you the form for staff files and you will need to make sure all staff have all of the required documentation. Please email or call me to set up a time to review staff files on the phone.

Even though your programming is more laid back in the summer, I am still recommending that you maintain lesson plans/activities for the children.

Make sure you are practicing and maintaining monthly playground safety checks. If the school maintenance department is completing these you will need to maintain a monthly copy of the inspections.

I am recommending that you request training and consultation with your Child Care Nurse Consultant regarding sanitizing, disinfecting, products being used, mixing instructions, dwell time etc.

I am recommending that you read the DHS Licensing Standards and Procedures Handbook. Read a few pages each day to gain knowledge of the rules.

Please send me an email by July 11, 2017 and let me know how the items listed above have been corrected.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for Boyer Valley Campus Care Dow City for 8-1-2017 to 8-1-2019.

I am recommending that you read the DHS Licensing Standards and Procedures Handbook. Read a few pages each day to gain knowledge of the rules.

Please send me an email by July 11, 2017 and let me know how the items listed above have been corrected.

*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.