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

Name of Center: YWCA Children's Center **Enrollment:** 61 **License ID No. (Reapplications)** 18570

Street: 317 7th Ave South **City:** Clinton Iowa **Zip** 52732 **County:** Clinton

Mailing Address: 317 7th Ave South, Clinton, IA, 52732

Director's Name: Kelli Riley **Phone Number:** 563-244-8340

On-Site Supervisor(s): **E-Mail:** childrenscenter@ywcaclinton.org

Date(s) of Visit: 06-07-2023

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

LICENSING VISITS

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

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

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

Date Inspected: 06-02-2022

Comments : Renovated/remodeled portion of building approved by fire inspection 5/18/23.

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: X Infants (0-23 mo.) X 2 Years X Preschool-Age X School-Age

Get-Well X Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

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

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	14	18	75	30	137
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2022 to 09-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 06-27-2023

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 this center on 6/7/23. The center director for this site is now Kelli Riley. Kelli was present on the day of this visit and accompanied the licensing consultant for a the majority of the visit. This is a large non-profit child care center providing child care to infants through school-age children, including extended evening care. School age children currently attend this site for after school and on non school days during extended breaks only, and/or for extended evening care. The YWCA has a detailed organizational structure. The center consists of licensed program space on three levels of the YWCA facility. The center does participate in the Iowa Voluntary Preschool Grant program.

It is noted that the center has recently undergone extensive remodeling of one wing of the building. The center consists of the following rooms on the main level of the buildings; Dragonfly (three and four year old child care), Grasshopper (most recently used for school age care during the building renovations, currently not in use), Bumblebee (currently 18 months through three years), Ladybug (currently six weeks through 23 months during remodel, will be 12 months through 23 months), Caterpillar (renovated room, not yet in use, zero to 12 months and extended evening care), Butterfly (renovated room, currently not in use, will be used also for extended care activities), and Four Year Old Preschool (renovated room, not yet in use). The second floor of the building includes the Youth Room (school age). Program rooms are generally organized and supplied with accessible materials to support program needs. The grasshopper and dragonfly rooms share a restroom/sink area between the two rooms. The butterfly and four year old preschool rooms now include hand washing sinks within the program rooms and two adjacent restrooms for each room. Other rooms with diapering activities included appropriate diapering stations and additional hand washing sinks within the room. The caterpillar room includes a separated food/bottle preparation sink. The second floor room includes an adjacent restroom area (two toilets and two hand washing sinks). The school age licensed space also includes one restroom area (one toilet and one functioning hand washing sink) that is at the bottom of the stairs that lead to those upstairs program rooms. All program space was observed.

The center is able to use the gymnasium (located on second floor of the building) and pool for the YWCA in the same building. Pool time is available for children three and up once per month.

Breakfast, morning snack, lunch, afternoon snack, dinner, and evening snack are served at this center. Meals and snacks are currently being prepared at the YWCA Children's Center Lyons Campus location due to the kitchen renovations taking place in this building. Food is brought to the center from that location. The center does participate in the CACFP.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center has undergone significant renovation to fully redesign and remodel a portion of the building which includes separating program space and adding more hand washing and restroom facilities within/adjacent to program rooms. The kitchen area has also been remodeled. The stairway leading to the youth room has been recarpeted and the hallways painted there. That room has also had new flooring installed in a portion of the room with the other portion being refinished. The administrative structure of the YWCA child care programs has also changed to allow both centers their own qualified center director on site. This appears to have improved oversight and management of the center, including licensing documentation

and staff and child file requirements. This information was found to be organized. The center provides a nice selection of parent/family community resource information at the entrance to the center. Most of the rooms are bright with windows to the outside. This is one of the few centers that provides for extended evening care.

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

STAFF FILES:
109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse. At least one hour of training regarding universal precautions and infectious disease control. Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained. Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute or MEDIC First Aid or an equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained. Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
1. _2_ staff files reviewed did not have the training certifications completed within the first three months of employment as is required.

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.
1. _1_ staff file reviewed did not have the staff physical completed pre-employment as required.

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.
1. Fire drill not documented for 5/2023.

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.
1. Radon testing was due to have been completed in 6/2022 and has not been completed in full at the time of the completion of this report.

V. SPECIAL NOTES/RECOMMENDATIONS:

The administrative change aspect of the report is completed to reflect the center renovation and current usage and capacity of the center. The individual room capacities are as follows:

Dragonfly room = 25 children
Grasshopper room = 16 children
Bumblebee room = 18 children (no cribs)
Ladybug room = 8 children (infants, no cribs)
Caterpillar room = 6 children (infants, cribs)
Butterfly room = 17 children
Four Year Old Preschool Room = 17 children
Youth room (second floor) = 30 children (has access to two hand washing sinks and two toilets)

1. Ensure the daily summary of activities is part of the daily written records for all children who are not yet two years old.
2. Ensure center vehicle maintenance records are current and are maintained on site for review by the licensing consultant.
3. Improve storage of clean laundry items (not set on random surfaces). These items shall be set/stored in a sanitary location separate from other items.
4. Update posted schedule in bumblebee room (schedule starts at 8am, and breakfast is indicated it is served from 6:30am through 7:30am with snack served at 9am which is not at least two hours between the start times of the meals/snacks).
5. The center is reminded that if they plan to transport school age children from a school to this site for after school care, and if they have seven or more children and want to do this with just one staff, they will have to have specific permission for this from the parent in the child's file (the center director states they are currently taking an additional staff if they have more than six children to transport).

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.