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

Name of Center: Missouri Valley Extended Care **Enrollment:** 50 **License ID No. (Reapplications)** 50275

Street: 602 N 9th ST **City:** Missouri Valley Iowa **Zip** 51555 **County:** Harrison

Mailing Address: 602 N 9th ST, Missouri Valley, IA, 51555

Director's Name: Lisa Pitt **Phone Number:** 712-642-2706

On-Site Supervisor(s): Brianna Wilson **E-Mail:** lpitt@movalleycsd.org
bwilson@movalleycsd.org

Date(s) of Visit: 01-29-2024

X **Licensing Visit** X **Unannounced Visit** **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: 12-11-2023

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 X School-Age
Get-Well 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			30	50	80
Summer					0

QRS Rating: 1

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2024 to 08-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Kathy DeGeorge-Evans **Date:** 02-05-2024

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced licensing visit was made to Missouri Valley Extended Care 1-29-2024. Missouri Valley Extended care and Little Reds moved to their current location in the elementary school on 8-18-2020. Little Reds wrap around program is included in this license. Child care is provided to three year old preschool (no preschool on Wednesdays), wrap around services, before and after school programming and full day child care on in service days, holiday breaks and during the summer.
Lisa Pitt became the director in July 2022, she was previously the on-site supervisor. Lisa has employed with the program since it began in 2018. Brianna Wilson became the on-site supervisor in September 2023, she is getting her associates degree in early childhood. There are 50 children enrolled in the program.

Observation of room:
I met with the on-site supervisor, Brianna Wilson and director, Lisa Pitt on 1-29-2024. The program also uses the old gym and playground. The school provides the voluntary preschool to the four year olds (that program isn't licensed) wrap around services are provided to the four year olds when they aren't in their preschool program. The room looked nice and has a fun variety of age and developmentally appropriate toys and equipment. Some curriculums the program uses are PBS Kids - Dream Box, and Movie Max math programs. Lesson plans/activities are needed for during the day and for the before and after school program and post them in the program room. A daily schedule needs posted. The wrap around three year old program was observed, the room was in ratio and the children were having fun playing in activity centers. The staff had excellent interactions with the children. During the summer the program takes weekly field trips, and they go swimming at the local pool.

Nutrition:
The program provides a daily snack. The school provides the lunch, some children choose to bring their lunch. If children bring their lunch you need to provide refrigeration. Make sure you are following the CACFP food guidelines. Menus were posted.

Health and safety:
Fire/tornado drills were missing for September, November, December of 2023 and January 2024. Fire/tornado drills must be practiced and documented every month - the fire/tornado form was emailed to Brianna and Lisa on 2-7-2024. Please review the medication management procedures when a child is prescribed medication.
Radon testing continues to be required every two years and the radon test score must be under a 4.0 pCi/L. It is the responsibility of the Department of Education to ensure radon testing is done. Radon testing was completed in February 2023.
Staff couldn't locate the emergency policies and procedures. You will need to locate the emergency policies and procedures and review them with all staff.
If your building has fuel burning appliances you will need an annual fuel burning inspection/boiler inspection, please let me know if your building has fuel burning appliances or if it has all electric appliances. Please get a copy of your current fuel burning inspection/boiler inspection for your licensing information.
Make sure the product you are using for sanitizing is approved for child care (last year you were using Purell Surface for

sanitizing) and make sure you are using the three bottle procedure - 1. Soap/water for cleaning, 2. Water for rinsing and 3. Your EPA approved product for sanitizing and disinfecting.
Children need to wash hands immediately before eating meals.

Playground:
I didn't see documentation of the monthly playground safety inspections for November, December 2023 and January 2024. You can put a line through the month and write the playground wasn't used due to cold weather. The center uses the school playground. The playground safety inspection form was emailed to Brianna and Lisa on 2-7-2024.

Transportation:
No daily transportation services are provided.

Administrative records:
Lisa maintains contact with the staff and has staff meetings.
Ten child files were read - two files were missing a current physical for preschool age children, and one was missing emergency medical contact information for the dentist - the name and phone numbers are required for a doctor and dentist. Please review all child files and make sure they have all of the required information. Staff files were read - some files were missing criminal and national (fingerprinting) record checks, one file was missing a physical (You must use the DHS staff physical form for all staff physicals). If a record check has a conviction you need to follow the record check directions and complete the evaluation process. Record check directions were emailed to Lisa on 4-27-2023. you must use the DHS staff physical form for all staff physicals. Please review all staff files and make sure they have the required information.
The child and staff file forms were emailed to Brianna and Lisa on 2-7-2023. Record check directions were emailed again on 2-7-2024.
Brianna needs to become knowledgeable of the licensing handbook.
Brianna, please email me a copy of your on-site supervisor qualifications worksheet.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Brianna Wilson is the new on-site supervisor, she is very positive and enthusiastic about the program. Brianna was very helpful during my visit and she welcomes assistance to help her learn the Department of Health and Human Services licensing rules.
Your program is a wonderful resource for the school and community.
The staff had excellent interactions with the children.
The center has received grants for equipment, supplies and toys.
The center participates in IQ4K and are a level l.

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

109.9(1)b: All files contain:A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information.Copies of the results of Iowa records checks conducted.Copies of national criminal history check results.Any Department-issued documents sent to the center related to records check.
Staff files were read - some files were missing criminal and national (fingerprinting) record checks.

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.
Staff files were read - one file was missing a physical - you must use the DHS staff physical form for all staff physicals.

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.
Ten child files were read - one file needed emergency medical contact information for the dentist - the name and phone numbers are required for a doctor and dentist. Please review all child files and make sure they have all of the required information.

109.10(1)a: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, PA, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Ten child files were read - one file was missing emergency medical contact information for the dentist - the name and phone

numbers are required for a doctor and dentist. Please review all child files and make sure they have all of the required information.

109.10(15)a: The center shall have written emergency plans and diagrams for responding to fire, tornado, flood, and plans responding to intoxicated parents, and lost or abducted children.Shall have guidelines for responding or evacuating in case of blizzards, power failures, bomb threats, chemical spills, or other disasters that could create structural damage to the center or pose health hazards.If center is within 10 miles of nuclear power plant, center shall have evacuation plan. Emergency plans shall include written procedures including plans for- Evacuation to safely leave the facility- Relocation to a common, safe location after evacuation- Shelter in place to take immediate shelter when the current location is unsafe to leave due to the emergency issue- Lock down to protect children and providers from an external situation- Communication and reunification with parents or other adults Responsible for the children which includes emergency telephone numbers- Continuity of operations- To address the individual children, including those with functional or access needs.
Staff couldn't locate the emergency policies and procedures. You will need to locate the emergency policies and procedures and review them with all staff.

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.
Fire/tornado drills were missing for September, November, December of 2023 and January 2024. Fire/tornado drills must be practiced and documented every month - the fire/tornado form was emailed to Brianna and Lisa on 2-7-2024.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
I didn't see documentation of the monthly playground safety inspections for November, December 2023 and January 2024. You can put a line through the month and write the playground wasn't used due to cold weather.

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, please let me know if your building has fuel burning appliances or if it has all electric appliances. Please get a copy of your current fuel burning inspection/boiler inspection for your licensing information.

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.
Lesson plans/activities are needed for during the day and for the before and after school program and post them in the program room. A daily schedule needs posted.

109.12(4): Sufficient toilet articles are provided for handwashing.Sufficient and safe indoor play equipment, materials, and furniture that conforms with CPSC or ASTM.Play equipment, materials, and furniture meet the developmental, activity, and special needs of the children.Room’s arrangement does not obstruct the direct observation of children.Individual covered mats, beds, or cots, and appropriate bedding is provided for all children who nap.Procedures are developed and implemented to maintain equipment and materials in a sanitary manner.Sufficient spacing is maintained between equipment to reduce transmission of disease and allow ease of movement by children and staff to respond to activities and care needs.Sanitary procedures are followed for use and storage of personal hygiene articles.
Additional concerns: Nap mats need covered. Please discard mats that are torn and that are flat.
Children need to wash hands immediately before eating meals.

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: Refrigerate lunches that are brought from home.

Please send me an email by February 28, 2024 and let me know how the items listed above have been corrected.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for 8-1-2024 to 8-1-2026.

Please send me an email by February 28, 2024 and let me know how the noncompliance items listed above have been corrected.

I am making a referral to Child Care Resource and Referral for consultation/training on a variety of licensing issues i.e. child files, staff files, lesson plans/activities, record checks, emergency policies and procedures, medication management

review etc.

*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.