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

Name of Center: Elzora Town Daycare Center **Enrollment:** 42 **License ID No. (Reapplications)** 27223

Street: 316 N 5th ST **City:** Milo Iowa **Zip** 50166 **County:** Warren

Mailing Address: PO BOX 135, Milo, IA, 50166

Director's Name: Mr. Delane Galvin **Phone Number:** 641-942-6138

On-Site Supervisor(s): Jenn Baughman **E-Mail:** Jennifer.Baughman@se-warren.K12.ia.us

Date(s) of Visit: 04-20-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 01-31-2022

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

Date Inspected: 09-24-2019

Comments : 2-3-23 - date of compliance

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 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	34		24	48	106
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 03-01-2022 to 03-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Melinda Larson, Child Care Licensing Consultant **Date:** 05-10-2023

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Elzora Town Daycare Center has been in operation since 2015. The center is located in single standing building that is connected to the elementary school. The center has a secured entrance. The center provides child care services to children ages infancy through school age. Mr. Galvin, the school's principal, oversees the program. Jenn Baughman is the on site supervisor. She was hired for this position in July 2019. Jenn was the lead teacher in the three year old classroom prior to starting as the on site supervisor. Jenn has previous experience working at other daycares prior to coming to Elzora Town Daycare Center.

An an unannounced visit was completed today. All areas subject to HHS licensing rules were reviewed. Jenn was present today. Jenn was working in the infant classroom due to the need to meet ratio requirements. Jenn was able to talk to this worker throughout the visit.

The Cubs (infants) classroom had three infants in attendance. There was one staff working in this class. The Bunnies (2's) had six children present. One staff was working this this class. The Tigers (3/4's) had twelve children in attendance. There were two staff working with this class. The Zebras (4/5's) had seven children present. One staff was working with this age group. The school age class wasn't open during the visit. Children were observed during child directed play time, during transition time and during rest time. Staff were observed assisting the children prepare for rest time by reading books and sitting beside the children while they were on their cots.

The center participates in the CACFP program. The center serves breakfast, morning snack, lunch and afternoon snack. Food is provided from the school. The center has a kitchen. The snack menu is on a three week rotation. The lunch menu is on a six week rotation.

The daycare has a playground. The younger children use the daycare's playground. There is shading for the playground. School age children use the school's playground.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This center is located in a newer building. The classrooms are well furnished with age appropriate supplies and furnishings. The school is very supportive of the center. The center uses the school's gym for program space and large motor play activities.

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

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.
Staff didn't complete some mandatory trainings in the required time frame.

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.
Two staff hired in 2022 started working prior to state and federal record checks being completed.

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.
Four staff were missing physicals.

109.9(2): All files are updated at least annually and when a change occurs.
Children's files are in need of annual updates.

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.
All children's files that were reviewed didn't have a physical or needed an updated physical.

109.9(1)e All files contain documentation to indicate that ongoing staff training requirements are met.
The director and some other staff haven't completed required ongoing professional development training hours.

109.12(1)Program structure that uses developmentally appropriate practices and written program activities planned to meet the developmental needs of children served.
Two classrooms did not have lesson plans.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has a full license.
Incomplete administrative records has continued to be an issue. A referral was made to CCR&R for assistance. The center is also being asked to complete a Corrective Action Plan to address the ongoing concerns of the violations with staff and children's files.

*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 515-362-7823; email mlarson@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 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.

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