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

Name of Center: Burlington Area YMCA-Kiddie Campus at SCC **Enrollment:** 22 **License ID No. (Reapplications)** 51309

Street: 1500 West Agency Rd **City:** West Burlington Iowa **Zip** 52655 **County:** Des Moines

Mailing Address: 2410 Mt. Pleasant St, Burlington, IA, 52601

Director's Name: Lindsey Hohenberry **Phone Number:** 319-753-6734

On-Site Supervisor(s): Hannah Timmons **E-Mail:** lindsey@burlingtony.org

Date(s) of Visit: 03-08-2023

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:** 01-25-2023

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

Date Inspected: 05-16-2022

Comments : completed and approved by West Burlington Fire Department Fire Chief Shawn Ryan, due annually

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

Financial Type: X Profit Non-Profit NA

Accredition: Accredited NAEYC NSACA X Other NA

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

Get-Well Evening Care X 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	12	12	12	10	46
Summer					0

QRS Rating: 3

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 03-01-2023 to 03-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert **Date:** 03-13-2023

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Burlington Area YMCA- Kiddie Campus At SCC is located in an academic building on the campus of Southeastern Iowa Community College in West Burlington. Permission To Open was granted and doors to the center opened 3/1/2021. The program Director is Lindsey Koopmans. She holds a Bachelor's in Nursing and a BA in Communications Disorders and directs other childcare programs for the YMCA. Ms. Koopmans was formerly on site supervisor at the main Burlington YMCA Childcare site working in childcare at the YMCA since 2016. OSS Koopmans was promoted to Director in 2019 and is housed in the main YMCA location. She visits the center three times weekly. Hannah Timmons is the am on site supervisor. She has been employed by the YMCA as OSS at other childcare sites and has 4 years experience working for Head Start and the Y.

Gina Crabtree (Y Director), located in the main YMCA is available for support when needed. On 3/10/23 I made an unannounced licensing visit to the program and all areas were observed at that time. I met with On Site Supervisor Timmons and followed up after the visit with Director Koopmans. The visit consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Staff were actively engaged in providing care to the children at the time of the visit. The program is secure and can only be accessed through a locked door. The program space was formerly utilized as a childcare for several years under different ownership. The program contains a separate space for infants, a designated eating area and a larger area for children ages 2 and up. After the visit this year it was decided to make the eating area into a classroom so children of varying ages could be separated. The building also contains a small kitchen.

Center Nutrition Practices:

The center chooses to participate in the CACFP Program. Food preparation and storage procedures were consistent with NHSPS. The center had thermometers in all refrigerators and freezers. The center offers breakfast, morning snack, lunch and afternoon snack. Each child was served a nutritionally balanced meal and snack as defined by CACFP guidelines. We discussed rule around food allergies. The kitchen area is not accessible to children.

Center Health and Safety:

Medications are stored in original containers with physician/pharmacist directions and label intact. Medications are inaccessible to public and the center is able to provide documentation of medication given. Staff and children are aware of hand washing recommendations from the IDPH for appropriate hand washing. All first aid supplies recommended by the IDPH were available in the centers first aid kits.

Tornado and Fire Drills were practiced and documented once a month as required.

Radon testing indicates levels below 4 pciL. Updated testing is due every 2 years. Annual fuel burning appliances testing

had been completed. The center contained carbon monoxide detectors as required. Lead based paint assessment is not necessary as the building was constructed after 1960.

Sanitary procedures for diapering/assisting with toilet training were reviewed last year. CCNC Nancy Granaman with IDPH can assist with consultation and training. The sink in the one year old room should be fixed so staff do not have to leave the room to wash hands. The program ordered lids for food waste containers after my visit.

Child Care Nurse Consultant Nancy Granaman will be conducting a medication administration in April. Lindsey has been working with her this month on a child with special needs on a Health Care Plan. We discussed allergy action plans. Every child with a diagnosed allergy has a plan on file and accessible to staff.

Capacity is followed at 35 square feet per child and 40 square feet per child in the infant room. Low walls dividing the areas can be relocated to modify square feet if more space is needed. Capacity for infants vs. older children may change as enrollment needs arise. The Director will approve any changes in capacity for each area with DHS.

Center Playground:

The center playground is immediately attached and is surrounded by a chain link fence. Shade is provided by trees and the building. The Childcare Outdoor Weather Watch is utilized on days outdoor play is questionable due to varying weather conditions. A first aid kit is taken outdoors as is any emergency medication. The play area has been updated this past year. A new storage shed was recently added to the area last year.

Age appropriate play equipment is available and no safety hazards were observed.

Center Field trips/Transportation:

The center chooses to not leave the campus for field trips.

Center Administrative Records:

The following postings were available on the date of the visit: Mandatory Reporter, Handbook Availability, Consultant Contact, License, Emergency Procedures for fire and tornado, and no smoking signs.

Staff and child files are reviewed annually. All staff had approved Sing checks and fingerprints prior to PTO 3/1/2021 and ongoing. The Director and OSS are closely tracking staff information and are aware of required training, physical, and background checks and expiration dates.

Child files have updated physicals and immunizations, pick up authorizations, emergency contacts, medical and dental information.

Each classroom had age appropriate curriculum posted. Lesson plans were appropriate which included: active and quiet times, large-group activities, small group activities and time to play alone or with others, indoor and outdoor playtimes, and time for children to select their own activities and teacher directed activities. I spoke with OSS regarding CCR&R assistance with schedules and curriculum. A wide variety of toys, educational games, puzzles, and books were available to the children to utilize. They were all in good condition. The environment was clean and well maintained. Classrooms were decorated with educational materials that were age appropriate.

The program has an Emergency Preparedness Plan specific to this location. All staff but new employees have been trained on the plan and have signed and dated acknowledgement of such.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Director Koopmans is frequently on site and visits the child care rooms on a regular basis to ensure supervision is effective.

This program started off with low enrollment and is slowly building.

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

1. 109.4(2)c: Curriculum or program structure developmentally appropriate and activities designed to the developmental level/needs of children served. The program may ask CCR&R to assist with age appropriate curriculum.

2. 109.6(6)d: Center repeats national criminal history checks at a minimum of every four years or when aware of additional history that occurs. One staff did not have fingerprints sent off. This is CORRECTED as of 3/10/23.

3. 109.7(3): During their first three months of employment, all staff shall receive the following training: Two hours of Iowa's training for 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. Four staff are behind on CPR/1st Aid training. The Director has scheduled the training.

A firefighter will be coming in within the next 30 days to completed the CPR/1st Aid training as of 3/13/23.

V. SPECIAL NOTES/RECOMMENDATIONS:

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to continue to monitor day to day practice and adjust accordingly to continue to ensure licensing rule is met consistently. It is important to note, all DHS licensing standards and procedures must be maintained during the renewal period.

DHS encourages you to contact your local nurse consultant. Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. Nancy Granaman is the CCNC for the area.

DHS encourages you to contact Child Care Resource and Referral. They offer centers assistance with meeting the DHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. CCR&R can be consulted on curriculum development and implementation and other general child care questions. Jodi Norton is the CCRC for the area. Jodi Norton CCR&R Consultant visited the program on 2/22/22 after the DHS visit to address ratio and scheduling concerns, She will visit again in March after staff have had time to implement suggestions and other curriculum ideas. The Director will be returning from leave and be more present in the center. In March she will begin scheduled days at the site.

The Director is slowly adding enrollment to the program. Administration has a history of accessing Child Care Resource and Referral Consultant Jodi Norton/Tabitha Copeland and Iowa Department of Public Health Child Care Nurse Consultant Nancy Granaman to ensure best practice measures are implemented in several areas.

*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.