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

Name of Center: Little Me & Company **Enrollment:** 36 **License ID No. (Reapplications)** 52501

Street: 217 W Main St **City:** Wayland Iowa **Zip** 52654 **County:** Henry

Mailing Address: PO Box 293, Wayland, IA, 52654

Director's Name: Naomi Thomas **Phone Number:** 319-256-0903

On-Site Supervisor(s): Crytsal Hopper **E-Mail:** littlemeandcompany.staff@gmail.com

Date(s) of Visit: 08-07-2025

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 04-29-2024

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

Date Inspected: 02-21-2024

Comments : completed by DIAL Fire Inspector, due every three years

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

Financial Type: Profit Non-Profit X 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 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	14	12	50
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2024 to 06-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert **Date:** 08-13-2025

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Little Me & Company is a new, full day childcare center located in the business district in Wayland. The center offers full day childcare to children ages 6 weeks to school age. The building is one story. The program Director is Naomi Thomas. Director Thomas had four years' experience in licensed childcare and was an in-home childcare provider for 4 years. She has an BA in Psychology. The center was established in 2024. The building was specifically constructed for childcare. Zachary Jepson owns the building.

The center OSS is Crystal Hopper (2025). She provided registered in home care for four years prior to working in the childcare center. She has been a lead teacher in the center since May 2024. Either the Director or OSS are present throughout the day.

An unannounced off year visit was made to the center on 8/7/25. OSS Hopper assisted me during the visit. All areas of the program were observed and addressed on the visit. Discussions consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Children are divided by age in each classroom.

Center Nutrition Practices Observed:

Meals and snack are prepared in the center kitchen and served in the classrooms. Meals are served family style and posted menus indicate that minimum nutritional requirements are met. Cold and dry food storage was adequate. All food waste containers were covered. Thermometers are required in cold food storage to ensure refrigerator temperatures are observed frequently and that cooling temperatures are at least 40 degrees or cooler (recommended temperatures are 32-40 degrees). Thermometers are in refrigeration and freezing units.

The only food waste container is in the kitchen. Dry food storage was adequate. Several cans were checked for expiration dates. All cans were well within expiration date status. Several bags of food had been opened and were resealed. No food was stored on the floor. The pantry was orderly and clean. Staff also kept their belongings in this area, which is not accessible to children. Food allergy alerts will be posted in the kitchen area as they arise.

The kitchen area is clearly segregated from the rest of the program.

CACFP menus and guidelines are followed.

Center Health and Safety:

The center does administer prescription medication. Medication will be inaccessible to children. The center currently has no children on prescription medication. The Director has medication administration training. The First Aid Kit was stored out

of the reach of children in each room. The center has a copy of the latest IDPH item checklist. I observed the non-battery operated units. Carbon monoxide detectors are present. The furnace inspection is completed annually.

The building was remodeled in 2024. Due to the year of original construction a lead-based paint evaluation is required. The center is on city water, therefore does not require water analysis be conducted.

Radon testing were conducted in 2024 Results were below recommended levels of 4 pCi/L. Updated testing is due every 5 years and should be conducted in winter months when the ground is frozen. Each room in the Center has windows for ventilation. We discussed general safety regulations. I observed completed monthly Fire and Tornado drills. One month of drills were missed.

The indoor space design must allow for ease of movement by children. Ample space must exist to conduct both individual and group activities. No issues were noted ith space or design of rooms the day of the visit. Sanitation policies and procedures were reviewed. The center uses Purell Food Surface. Toilet plungers should be placed in containers in restrooms. Cleaning schedules should be followed for each room.

Medication procedures are followed. These should continue to be completed and documented monthly. Any child with allergies will have an allergy action plan on file. No children currently enrolled have a diagnosed allergy.

Outdoor Play Area:

The center has separate fenced, naturally shaded, outdoor play areas for toddler and preschool/school age children. The toddler area has plastic toddler activity toys, swings, and a small geodesic climbing toy. Fall zones are surfaced with poured rubber (new in 2022). The preschool/school age area has a large, metal climbing toy, swings, and a variety of low, unanchored climbing and activity toys. Playground safety checks were conducted in all months but one. These should continue to be completed and documented monthly.

Children should have an opportunity to play outdoors at least one time per day weather permitting. The Child Care Weather Watch poster is utilized to determine if outdoor play is appropriate. First aid kits, emergency contacts and emergency medications are taken outdoors.

HHS recommends the center ask CCNC Krana to conduct a Health and Safety Checklist within the next year.

Center Transportation Arrangements/Field Trips:

The center does not own a vehicle and provides no transportation. If walking trips are taken a first aid kit and emergency contacts should be taken along on each trip. All children have field trip authorizations signed by parents in their file in case staff walk the children to a nearby park. Field trip ratios are followed.

Center Administrative Records:

Center regulations regarding required notices and postings were reviewed as well as required written policies provided to parents in the form of a parent handbook. The center's license, license consultant information, a mandatory reporter posting, and no smoking signs posted in front door were all present. 911 and Poison Control numbers were posted as were emergency evacuation maps.

The center handbook contained an unlimited access policy as well as information on medication procedures, food and nutrition, daily activities, center philosophy, illness/injuries, and infection control, etc...

Child and staff files are reviewed annually. The Director has a tracking sheet on each staff member and child and ensure documentation is updated annually. An immunization audit was conducted by CCNC (Amy) on 8/16/22. The center now utilizes Brightwheel software to assist with tracking. We discussed incident reports should still be in paper form so that parents may sign and date acknowledgement of the report.

Child files include updated physicals, emergency contacts, pick up and field trip authorizations, dental and medical information and immunizations. CCR&R have worked with the center on policies.

Staff files include Mandatory Reporter training, CPR/1st Aid training, professional development hours (due annually), SING checks (due every 2 years) and fingerprint results (due every 4 years) and updated physicals (due every 3 years).

The center has an updated emergency preparedness plan. Staff signed and dated acknowledgement of annual training on the plan.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center is new.

The center fulfills a need in the community.

The center is slowly adding children to enrollment as staffing stabilizes.

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

1. 109.6(4)d: Center repeats national criminal history checks at a minimum of every four years or when aware of additional history that occurs. Results for 4 staff have not yet been received. All staff had prints taken by Field Print. OSS Hopper agreed to look in to why results have not been sent back yet. Consultant Tabitha Copeland (CCR&R) contacted the program on 8/13/25 to help problem solve this issue.

2. 109.9(2)d: 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. The center agreed to ensure dental, medical and hospital information for each child is captured. CCNC Krana indicated on 8/13/25, "I have also already talked with them about the missing information they do have Doctor and Dentist on the intake form in bright wheel they are missing the Hospital and did have files that had NA by the dentist, Nioami is going to send out a form to parents to collect the additional information and the missing information, and I will follow up with her in a couple weeks to make sure it has been completed."

V. SPECIAL NOTES/RECOMMENDATIONS:

Based upon this review, it is recommended that this center begin in Full licensing status. The center is directed to correct the items (none) listed in Section IV. The director gave me a verbal commitment that the noted rule violations would be promptly corrected. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period.

The center can utilize CCR&R. Prior to opening the center met with CCR&R Consultant Tabitha Copeland. Iowa Department of Public Health Child Care Nurse Consultant Toni Krana has also provided consultation.

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. CCNC conducted an immunization audit of August last year. She tested out for medication administration training for the Director and OSS in June. She also assisted the center with required postings. She also visited the last week of June and conducted physical activities with the children. This past year CCNC Toni Krana provided the following:

7/15/2024 TA Questions about baby monitoring devices and if could be used in childcare

9/13/2024 TA Question about MRSA infection requirements

09/25/2024 TA had some questions around the infant room

09/26/2024 On Site Visit General Visit/Locked Medication Box provided

01/14/2025 On site Visit/ General Visit

01/29/2025 TA provided information on breastfeeding and adding solid foods

02/17/2025 On Site Visit Profession Development Day Provided Physical Activity Learning Trainings Session 1-5

07/08/2025 On Site Visit went over issues with staffing and centers plan to used volunteers till more staff could be hired

Child Care Resource & Referral offer centers assistance with meeting the HHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Consultant Tabitha Copeland provided consultation services several times prior to opening. She met again with the Director on 6/4/24 and went over requirements of the HHS Licensing binder.

A technical referral was made to CCR&R on 7/2/24 so that they may assist the Director with the Emergency Preparedness Plan.

Consultant Copeland provided the following the past year:
1-16-25 On-site to discuss general program things and policies
2-21-25 onsite to support PreK room and staff with some classroom management tools Several provided
2-28-25 Emailed COMM 204 on general PreK requirements from HHS
3-26-25 Emailed PreK staff some supports and materials to go along with previous PBIS supports given.
4-17-25- Met with PreK staff to see how supports were working. Checked in on all rooms and met with Naomi briefly to see what assistance I could provide over all
4-23-25 On-site to drop off and model resource for PreK room and discussed general supports I can offer the other rooms. Discussed use of CDC milestones and other screening to assist center in discussing DAP with families and staff with director
6-24-25 Sent COMM 204 on Directors and OSS qualification and how to update iPower for approval of roles when requested
6-30-25 Discussion with board member about COMM 204 for OSS and Directors qualification and roles
7-30-25 Met to go over program goals and offer to help get ready for HHS visit. Director and OSS were reviewing paperwork so checked in with staff to discuss ratios and ask if they had Questions about the HHS visit process.
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The willingness of the center to work with providers is evident in the low number of citations for a new center. This is duly noted.

*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.