

RECOMMENDATION FOR LICENSE:	
X	FULL license from 08-01-2018 to 08-01-2020
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCACTION of license

Licensing Consultant: Kathy DeGeorge-Evans

Date: 10-31-2018

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

This Consultant made an unannounced licensing visit to Missouri Valley Extended Care at the elementary school at 602 North 9th St., Missouri Valley IA 51555. This is a new program that provides before and after school child care services. The program also provides services for in service days, holiday breaks and they will also offer a summer child care program. The school bus transports the preschool age children between the elementary school and the Little Reds program. Melissa Neil is the director of Little Reds and the Missouri Valley Extended Care programs. Melissa will graduate in December 2018 with an Associates Degree in Education, she plans to continue going to college to receive her bachelors degree in education. Lisa Pitt is the on-site supervisor of the Missouri Valley Extended Care program. There are forty seven children are enrolled in the program.

Observation of room:

The program uses the multi purpose room, gym, media - computer room, library and the playground. Children are separated into different groups according to age/grade for activities in the various rooms. All child occupied rooms were in ratio. The children were observed having fun participating in a variety of activities. There was a fun variety of age and developmentally appropriate toys and equipment. The staff had excellent interactions with the children, they were having fun with the children and were involved in programming. Some curriculum programs that will be offered are PBS Kids - Dream Box, and Movie Max math programs.

Nutrition:

The program provides a daily snack. During full day programming the children may be required to bring their lunch. The center follows the CACFP food guidelines. Menus were posted. You must clean and sanitize your food surface areas properly. Please clean tables with soap/water before you sanitize. If you are using bleach/water make sure the bleach is EPA registered and you need to follow the directions on the bottle/website for sanitizing. Bleach/water needs to be mixed daily.

Health and safety:

Please begin practicing and documenting monthly fire and tornado drills. The center will follow medication management procedures when a child is prescribed medication. Please do radon testing for all program rooms within the first year of your child care license. The radon score must be under a 4.0 pCi/L and radon testing is required every two years.

Playground:

The center uses the school playground area. Please begin documenting monthly playground safety inspections.

Transportation:

The school bus provides transportation between the elementary school and Little Reds.

Administrative records:

This is a new center and Melissa is learning the DHS requirements. A staff file form and a child file form has been provided

to you. Please review all children and staff files and have all files updated with the required information. At the time of my licensing visit on 10-10-2018 staff files were incomplete and didn't have the proper record checks done. I talked to Melissa Neil on 10-31-2018 and she reported that they have set up the SING account and the federal record checks (fingerprinting has been sent in). She will check with the Superintendent Brent Hoelsing to make sure the criminal record checks have been completed and she will have him call me on Monday November 3, 2018 to let me know.

Child files need to be updated with all of the DHS required information. Please develop a registration packet with the required information. All child files need to have emergency contact information for the doctor and the dentist - name and phone numbers, parent information, pick up information, permission for photos, field trips etc. All preschool age children's files need to have a current annual physical and immunizations. School age children need an annual statement of health signed by the doctor, and their immunization records can be maintained in the school. Melissa states she has daily contact with the staff, she will have staff meetings.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This is a new program and is a wonderful resource for the school and community. Melissa is very excited about the new program and she is learning all of the DHS rules. The staff had excellent interactions with the children.

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

109.6(1): Centers with multiple sites have a qualified director or on-site supervisor at all sites. Information on the director's qualifications is submitted to consultant prior to employment and is sufficient to make a determination.

Center director meets qualifications or is "qualifiable" with a plan established to meet qualifications. Please send the director and on-site supervisor qualifications worksheet.

109.6(2): Director or on-site supervisor on-site during the hours of operation or a minimum of eight hours of center's hours of operation.

Information on on-site supervisor's qualifications is submitted to the consultant prior to employment and is sufficient to make a determination.

On-site supervisor meets qualifications or is "qualifiable" with a plan established to meet qualifications. Please send the director and on-site supervisor qualifications worksheet.

109.9(1)b: All files contain: A signed copy of DHS Criminal History Record Check, Form B, that was submitted prior to employment. 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.

Make sure all criminal and federal record checks have been completed on all staff.

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.

All staff must have a current physical on the DHS required staff physical form.

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.

Review all child files and have them updated with the required information for the doctor and the dentist - name and phone numbers.

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, or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.

All preschool age children's files must have a current annual physical.

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.

Please begin practicing and documenting monthly fire/tornado drills.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease. You must clean and sanitize your food surface areas properly. Please clean tables with soap/water before you sanitize. If you are using bleach/water make sure the bleach is EPA registered and you need to follow the directions on the bottle/website for sanitizing. Bleach/water needs to be mixed daily.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept. Please begin documenting monthly playground safety inspections.

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. You need to have a schedule for the day posted and you need to have lesson plans.

Please send me an email by November 15, 2018 and let me know how the items listed below have been corrected.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for 8-1-2018 to 8-1-2020.

Please send me an email by November 15, 2018 and let me know how the non compliance areas have been corrected.

*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.