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

Name of Center: Hartley Community Daycare **Enrollment:** 63 **License ID No. (Reapplications)** 29556

Street: 611 3rd ST NE **City:** Hartley Iowa **Zip** 51346 **County:** Obrien

Mailing Address: 611 3rd ST NE, Hartley, IA, 51346

Director's Name: Kaity Harms **Phone Number:** 712-928-3292

On-Site Supervisor(s): Jayna Dolphin **E-Mail:** hcdc@tcaexpress.net

Date(s) of Visit: 11-21-2022

Licensing Visit **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:** 11-10-2021

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

Date Inspected: 10-23-2022

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: 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	17	10	34		61
Summer					0

QRS Rating: 2

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 12-01-2021 to 12-01-2023
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jana Drew **Date:** 11-22-2022

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Visited center on 11-21-22 and spoke with Kaity Harms, director. Hartley Community Daycare is located in a building that was renovated to function as a childcare center. The center consists of 5 rooms; an infant room, one year, two year, 3 year and 4/5year with school agers room. The center has a kitchen where they prepare all of the meals for the children. The center has a fenced-in playground adjacent to the building. The center has a security code for staff and parents to use to get into the building, otherwise staff must let people into the building. The center operates Monday through Friday 6:00am to 6:00pm. The center provides care for children from infants to school age.

There are 63 children enrolled in the program. At the time of the visit there were 35 children present. Given the current corona-virus pandemic, time was spent on discussing how the center is managing. The center is following all guidelines put forth by DHS regarding the corona-virus and doing everything they can to support their staff and families. The center has been cleaning toys daily that children use. Sufficient amount of toys and equipment for the number of children. Daily schedule of activities was posted. Displayed throughout the room were colors, shapes, five senses, picture schedule for the children, job chart, children's artwork and the alphabet. Observed staff assisting children with a variety of activities, talking to the children throughout the visit, leading the children in exercise, reminding the children about rules, engaging the children in activities. The center utilizes the 2nd Step Curriculum with using weekly themes. The center is on QRS level 2. The center uses the Bright Wheel app to communicate with parents.

The center continues to update their facility. They have are replacing some windows, new doors, new shed, new center sign and landscaping. They are also hoping to update their kitchen with a new stove with a range hood. The center is also looking at starting a parent committee after the holidays.

The infant room has sufficient amount of toys for the number of infants in the room. There is a sink and changing table in the room. Toys are at the children's level and accessible. Brightly colored room and mirrors at children's level. Ms Harms states that she tries to have at least 1 staff more than needed in the infant room to have extra hands in there. The center uses the Bright Wheel app to document daily sheets of infant activities(such as feeding, diapering, and milestones) which parents receive.

The center rooms have the following areas throughout the area for the children to explore and learn: art, kitchen, discovery table, quiet area, blocks and toys. Sufficient amount of toys for the number of children in the room. Children have access to bathrooms for those that are potty trained. Daily schedule of activities was posted in the room. There is good room arrangement and furniture is child size. Displayed throughout the rooms were the children’s art work, shapes and alphabet. The center increased their rates in October 2022.

Nutritious meals are all prepared onsite in a kitchen that is inaccessible to the children. The meals follow the CACFP guidelines. Meals are served family style. Good food storage practices are followed. Refrigerator is clean. Center participates in the CACFP program.

Center has no one on meds at the current time. Center is all electric. First aid kit is sufficient for minor injuries.

Fire/tornado drills recorded monthly. Staff follow good sanitary procedures throughout the center. Center has a radon mitigation system. Radon tests were completed, however were high. The center has a mitigation system and will contact their provider to have them come and retest. Radon testing need to be done in all child occupied rooms.

Center Playground
Fenced-in playground is adjacent to the building. Playground surfacing material is rubber mulch around the climbing equipment and turf for running. Playground has trikes, slides, climbing equipment and a sandbox. Shade is available on the playground, however would benefit to have more shade. The playground has an area on the border where a piece of the border(railroad tie) is cracked and starting to come apart. This should be fixed or covered ASAP. The playground has a privacy fence. The are putting in a new shed in the spring.

Center Transportation Arrangements/ Field Trips
The center does not transport children. They walk to the library in town.

Goals of the center is to get their kitchen updated, windows and doors put in, as well as new center sign, & landscaping.

The director believe strengths of the center is that she has staff that working as a team and have a good relationship with the children & families they serve.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Staff are very positive with the children.

Toys, books and equipment are at the children's level and accessible.

Display children's art work in the rooms.

Center utilizes Bright Wheel app to communicate with parents throughout the day.

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.
Number not in compliance: 2

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.
Number not in compliance: 3

109.9(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.
Number missing: 2

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.
Number not in compliance: 3

109.11(3)a: Center shall ensure that: The outdoor area shall include safe play equipment and area of shade.
Border area needs to be fixed

109.11(7)b: Centers at ground level that use basement area as program space, or have a basement beneath program space:
Testing and plan for remedy of radon is conducted.

V. SPECIAL NOTES/RECOMMENDATIONS:

Director needs to fix the border of the playground ASAP and let consultant know when/how it has been fixed.

Director also needs to email consultant confirming all other items that are below standards are completed by 12-30-22.

A full license is recommended at this time.

At least one visit will be made to the center during the next year.

*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.