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

**Name of Center:** HACAP Head Start-Maquoketa **Enrollment:** 11 **License ID No. (Reapplications)** 51200

**Street:** 904 E Quarry **City:** Maquoketa Iowa **Zip** 52060 **County:** Jackson

**Mailing Address:** 1515 Hawkeye Dr, Hiawatha, IA, 52233

**Director's Name:** Renee August **Phone Number:** 563-652-3814

**On-Site Supervisor(s):** Sue DeMoss **E-Mail:** cregan@hacap.org

**Date(s) of Visit:** 08-28-2024

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

**LICENSING VISITS**

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

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

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

**Date Inspected:** 11-08-2023

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

Get-Well Evening Care Special Needs

**SCHEDULE:** Year-round X School-Year Summer Only

| **HOURS:** | *Year-round* | *School-Year* | *Summer Only* |
|---|---|---|---|

| LICENSE CAPACITY | Infants | 2 Years | Preschool | School-Age | Capacity |
|---|---|---|---|---|---|
| General | | | 20 | | 20 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 12-01-2024 to 12-01-2026 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Heidi Hungate **Date:** 08-28-2024

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

N/A

**II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:**

An unannounced licensing visit was completed at the center on 8/28/24. The on site supervisor, Sue DeMoss, was present along with two other staff. The cook staff also helps out in the classroom as needed. This Head Start program is one of many managed by the HACAP entity. There is a well-defined organizational structure within HACAP. Renee August is the approved center director for this location. Renee was not present on site on the day of the visit. The program serves children age three to five and operates during the school year. The program is located within a building owned by the City of Maquoketa. The Head Start program leases classroom space in the building.

The program area is a large room with an adjacent kitchen area which is partially separated from the program areas by a large counter space and half door. The program area is arranged with various learning/activity centers and contains sufficient materials and supplies to support the program activities. Books are also displayed nicely for the children. Restroom and hand washing facilities are adjacent on one side of the program area. It is noted that currently just one of the restroom areas is used for the children (two toilets and two hand washing sinks). The other area is used for staff only. All program space was observed.

The program serves breakfast, lunch, and snack all prepared by the cook on-site. The kitchen area appears clean and very organized. The center does participate in the CACFP.

**III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:**

The center continues to be managed by an experienced and educated on-site supervisor. The staff are also quite experienced and have worked together at this site for a number of years. Their familiarity is reflected in their approach and presentation of activities with the children. The center is stocked with plenty of arts/crafts materials and other items to support this preschool environment. Materials are organized and are arranged nicely. The staff were once again observed to be highly engaged with the children in activities, and the children appeared to be enjoying their experience. The licensing documentation was found to be organized.

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

STAFF FILES:
109.9(1)e All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training.
1. _1_ staff file reviewed did not have evidence that first aid or cpr training is current (expired 2/2024).

109.10(3) Medications
1. Medication present without completed parent authorization.

109.10(7): Staff hand washing: The center shall ensure staff demonstrate clean personal hygiene. Staff shall wash hands:

Immediately before eating or participating in food service activity.
1. Staff did not wash hands prior to involvement with lunch activities as is required for all food service activities.

**V. SPECIAL NOTES/RECOMMENDATIONS:**

1. Ensure drinking water container goes through the dish washing process at least daily.

The center will continue with a full license. Please address the violation(s) and/or concern(s) noted in the report so that corrections are obvious and ensure that items remain in compliance. This report does not require a written response.

*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.