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

Name of Center: Richland Area Child Care Organization **Enrollment:** 6 **License ID No. (Reapplications)** 52647

Street: 101 South Walnut St **City:** Richland Iowa **Zip** 52585 **County:** Keokuk

Mailing Address: PO Box 35, Richland, IA, 52585

Director's Name: Miranda VanAntwerp **Phone Number:** 319-456-5660

On-Site Supervisor(s): Tammy Wetjen-Kesterson **E-Mail:** iowajeffersonkeokukeci@gmail.com

Date(s) of Visit: 04-07-2025

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 10-07-2024

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

Date Inspected: 09-09-2024

Comments : due every 3 years completed by State Fire Inspector Damien Dawson

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 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	18	14	18	15	65
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: Jill Seibert **Date:** 04-15-2025

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Richland Area Child Care Organization is a newly constructed child care center in Richland. They provide traditional child care, and before and after school care. The building is a single story sole occupancy in a residential neighborhood. All areas of the center were observed prior to Permission To Open being given. The center began providing care on 12/9/24. An unannounced licensing visit was conducted on 4/7/25. All program areas were observed at that time. Miranda VanAntwerp is the new Director. She holds a Masters in Education from Iowa State University (Middle/Secondary Education) as well as a BA in Elementary Education from William Penn. Tammy Wetjen-Kesterson is frequently present and is the On Site Supervisor. I met with Ms. VanAntwerp the date of the visit and followed up with the OSS on 4/9/25.

On 4/7/2025 all program space was observed on an unannounced licensing visit and met Director VanAntwerp. The visit consisted of classroom and outdoor play area review and observations of activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. The center has a large parking lot, security doors and classrooms for each age group.

Center Nutrition:

The center kitchen was clean the day of the visit. Food was stored appropriately. Open food was in sealed containers. No expired food was noted. No food was stored on the floor. Thermometers are present in the freezer and refrigerator. Center menus indicate CACFP requirements are being met. The Director is willing to learn CACFP requirements.

Center Health and Safety:

This building is set up to accommodate infants and may change year to year based on center needs. The day of the visit Safe Sleep practices were being followed. As children are dozing off or showing signs of sleepiness they should be moved to cribs. HHS encourages the center to observe sleep ques and place children in cribs.

Supervision and ratios were reviewed during the visit. The center will refine schedules, routines and curriculum as enrollment increases. Staff should be assigned specific children to supervise so that they are reasonably able to know the names and number of children assigned to their care. The center Director and staff are aware of supervision requirements.

If medications are added they will have pharmacy labels intact and are kept out of the reach of children. Emergency medication will be stored with the child indoors and outdoors but also kept inaccessible to children but easily accessible to staff.

First aid kits are present and contain items to administer basic First Aid. All kits observed are now labeled.

Radon testing should be conducted in winter months when the ground is frozen. It is due every five years. The center has conducted testing within the past 5 years with a reading below 4 pci/L.. The center does contain fuel burning appliances and has an inspection. The fuel burning appliance inspection is required annually. The center contains UL approved plug in

carbon monoxide detectors. Ventilation and lighting are adequate.

We reviewed tornado and fire drills. These have been documented on a monthly basis, and documentation is present with the exception of March.

Allergy action plans should be in the rooms where staff can reference them in an emergency. The Director is aware all plans must be signed by parents and a physician. There are currently no children enrolled in the program with allergies or other health care needs.

Children have at least 35 square feet each in every classroom. Children are spaced at least two feet apart during nap time.

Center Outdoor Play Area:

An outdoor play area is present for each age group. New chain link fence separates each area. First aid kits are taken outdoors, as well as emergency medications.

Playground inspections should be performed and documented monthly. Staff utilize the Child Care Weather Watch to determine if outdoor play is suitable in varying weather conditions. If weather conditions meet standards children should be outdoors playing. CCNC Mandi Lauderman can provide more information on this topic or any other health or safety outdoor issue. Each outdoor play area ensures each child has 75 square feet each for gross motor play.

All staff meet all licensing requirements including CPR/First Aid training, Mandatory Reporter training, PD training (Essentials), approved physicals and SING checks and Fingerprint results.

Center Field Trips:

The center may go on field trips in the future. Emergency contacts and medication as well as a First Aid kits will be taken on each trip. Field trip ratios will be followed. Community members come to the center for presentations as well.

Center Administration:

All required postings were present including Mandatory Reporter information, HHS Center License, DHS Center Consultant Contact information and No Smoking signage. The center has a tracking system for staff and child files.

Staff and child files are reviewed annually. Administration keeps detailed staff and child tracking sheets.

Administration secured all child physicals. Immunization certificates are present and will be reviewed by IDPH. Child files have signed field trip authorizations and have annual updates on pick up authorizations, emergency contacts and dental and medical information.

Fingerprints (due every four years) and SING checks (every 2) were reviewed. Professional Development training (Essentials), CPR/1st Aid, Mandatory Reporter training, staff physicals, fingerprints and SING checks are tracked and monitored.

Staff have been trained on the Emergency Preparedness Plan. However, a few details need to be added to the plan. Once this occurs all staff will sign and date acknowledgement of such. Any new staff must also be trained on the plan.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center meets a childcare need in the community.

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

1. 109.10(15)a: The center shall have written emergency plans and diagrams for responding to fire, tornado, flood, and plans responding to intoxicated parents, and lost or abducted children. Shall have guidelines for responding or evacuating in case of blizzards, power failures, bomb threats, chemical spills, or other disasters that could create structural damage to the center or pose health hazards. If center is within 10 miles of nuclear power plant, center shall have evacuation plan. Emergency plans shall include written procedures including plans for- Evacuation to safely leave the facility- Relocation to a common, safe location after evacuation- Shelter in place to take immediate shelter when the current location is unsafe to

leave due to the emergency issue- Lock down to protect children and providers from an external situation- Communication and reunification with parents or other adults Responsible for the children which includes emergency telephone numbers- Continuity of operations- To address the individual children, including those with functional or access needs.

The Director agreed to add phone numbers and address for Shelters when the program must relocate. The Director agreed to add an Intoxicated Parent policy to the EPP. CCR&R Conslutant Malia Love sent the template to the Director after the visit.

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. One drill was missed (March). These were resumed in April.

109.10(15)c Center shall develop procedures for annual staff and volunteer training on emergency plans. The Director agreed to ensure all staff are trained on the updated EPP.

2. 109.10(9): First aid kit: The center shall ensure that a clearly labeled first aid kit that is sufficient to address minor injury or trauma is available and accessible to staff at all times when children are: In the center. In the outdoor play area. On field trips. The Director agreed to label all first aid kits. CCR&R Consultant Malia Love sent the First Aid signage template to the Director after the visit.

V. SPECIAL NOTES/RECOMMENDATIONS:

Based upon this review, it is recommended this center begin in Full licensing status. The center is directed to correct the items listed in Section IV. The director gave me a verbal commitment that the noted rule violations have been corrected. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period.

The center may reach out to CCR&R Consultant Malia Love or Iowa Department of Public Health Child Care Nurse Consultant Mandi Lauderman/Tammy Merrill at any time for consultation.

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 Love provided the following the past year:
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10/2/2024-Spoke to Tammy Wetjen-Kesterson about hiring a director, the CMS system, and their timeline for opening.

10/16/2024-Provider policy guidance and resources

11/6/2024-Provided resources around special needs CCA information, Caring for Our Children resources for cleaning and referred the director Tabitha, to the CCNC's

11/14/2024-Provided policy guidance around Mandatory Reporting and staff confidentiality.

11/21/2024-Reviewed the Parent and Staff Handbooks for the center and sent feedback

11/26/2025-On site visit, did a walk through of each classroom provided feedback on what was needed in reach room as well as best practice, went over staff file requirement, how to access i-Power and set up accounts and navigate the system.

12/2/2024-Provided assistance with i-Power

12/06/2024-I met with the program along with the CCNC, we went through each classroom using the HHS checklist as well as other resources to make sure the classrooms had everything in place for their soft opening 12/9/2024. I went through the checklist with the director and left her with some resources and books. I followed up with an email attaching examples of CACFP menus as well as an email to the CCNC about cleaning.

1/13/2025-Provided handwashing signs

1/14/2025-Discussed the use of a backup On site Supervisor, what was required and how it was an occasional need and not a regular occurrence.

1/17/2025-Went over the HHS Licensing Notebook, discussed policies and handbooks, provided resources, discussed emergency kits and scenarios and how to plan and prepare for those.

1/29/2025-Provided CCA resources and information to the program.

1/30/2025-Reviewed the updated parent and staff policy handbooks and sent feedback

2/12/2025-Went over updated policy handbooks

3/10/2025-Answered questions around CACFP and health codes for the program director

4/9/2025-I followed up with the program after their licensing visit. I included resources for them to complete their Emergency Preparedness Plan and offered my support with questions or concerns. The program reached out asking what they could use on their first aid bags to show the first aid symbol. I replied with an email and let them know they could print off the First Aid symbol and tape or safety pin it to the bag. I attached a jpg copy of the symbol as an option.

Malia Love
Child Care Consultant
Child Care Resource & Referral of Southeast Iowa
Community Action of Eastern Iowa
mlove@caeiowa.org

T: 563-271-0643
500 E 59th St.| Davenport, IA 52807| www.iowaccrr.org
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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.

HHS recommends centers utilize IDPH and CCR&R services. The center is already actively involved with both Child Care Resource & Referral and Child Care Nurse Consultant Malia Love and with the Iowa Department of Public Health CCNC Tammy Merrill. CCNC Merrill had 3 visits to Richland – 2 of the visits were for Medication Administration check offs. She stated, "I have toured the building, gave input in the staff and parent handbook, policies, numerous TA's on cleaning and sanitizers, medication questions, immunization questions, window coverings, toys etc." CCNC Mandi Lauderman stated, "I have visited Richland a few times to provide guidance regarding many issues, playground, cleaning & sanitizing products, etc. "

*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.