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

Name of Center: Cedar Valley Kids Childcare Center **Enrollment:** 26 **License ID No. (Reapplications)** 52083

Street: 1955 Heath ST **City:** Waterloo Iowa **Zip** 50703 **County:** Black Hawk

Mailing Address: 1955 Heath ST, Waterloo, IA, 50703

Director's Name: Michelle Even **Phone Number:** 319-226-2266

On-Site Supervisor(s): Michelle Even **E-Mail:** cedarvalleykidscc@gmail.com

Date(s) of Visit: 05-07-2024

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

LICENSING VISITS

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

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

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

Date Inspected: 01-03-2023

Comments : Compliance on 01/12/23

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 X 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	16	10	10	22	58
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2023 to 06-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 05-13-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 05/07/24 I made an unannounced off year licensing visit to Cedar Valley Kids Childcare Center in Waterloo. I met with Michelle Even, the director. Ms. Even started on 05/30/23. Ms. Even has a BA in early childhood. She had her own childcare home for six years and worked in a center for two years. She was previously a clinic supervisor for Unity Point. Bree Friedly is the on-site supervisor. Ms. Friedly was not present the day of my visit. There are thirteen staff members employed by the center.

Cedar Valley Kids Childcare Center is in a free-standing building owned by Unity Point Hospital. The program is part of Unity Point Hospital. They were given permission to open without a license on 02/06/23. They have plans to build a new childcare center in Waterloo in the future. The program operates 6:45 am until 6:00 pm Monday through Friday and serves infants through school-age children. There are currently 28 children enrolled.

The program operates out of the following rooms: infants (birth -12 months), Toddler 1 (12-24 months), Toddler 2 (currently not in use), two-year-old room, and a room for children three through five-years-old. Windows provide natural lighting. The rooms are decorated with pictures of the children and their families, the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdays were posted. There is an area for circle time.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, writing, science/discovery, and magnets. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Materials were in good condition. The materials are located at child level, so they were easily accessible to the children.

The center uses a variety of resources to develop lesson plans. The center plans to use the Creative Curriculum and complete the Ages and Stages Questionnaire (ASQ) assessment tool to evaluate and track each child's individual development. They will have a permanent assessment portfolio passed to the next teacher when there is a transition. Each teacher develops their own lesson plans. Activities are based on themes. Themes may last one or two weeks. Lesson plans were available for review in each room. The program plans to use Positive Behavioral Interventions and Support (PBIS) for children's behavioral needs. They also plan to use "Flip It" which stands for Feelings, Limits, Inquiries and Prompts. This provides supportive steps to help children learn about feelings, gain self-control and reduce challenging behaviors. Parent teacher conferences will occur twice each year.

The program is using the Playground app for daily sheets for the children under the age of two-years-old and to communicate with all parents. The Playground app does not have a space to document the child's mood. This must occur daily for children under the age of two. I discussed adding this under the "observation" tab.

There was a phone in each classroom and emergency numbers were posted. You must add the program's address and phone number to the emergency posting. Emergency fire and tornado procedures and evacuation diagrams were posted by some of the main program doors and outdoor exits in the center. Evacuation diagrams must be posted by all exits out of a room. A

daily schedule was posted for each room.

Cribs are used to nap in the infant room and then children transition to cots. Cots are stored appropriately.

I reviewed documentation of monthly fire and tornado drills. You should practice the fire and tornado drills on separate dates and they should be practiced at all different times of the day. I reviewed documentation of monthly playground inspections. A radon test was completed in November 2023 and is good for two years. The results were within the EPA guidelines. The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site in every room. Outlets were protected. The fire marshal inspection occurred on 01/03/23, with compliance on 01/12/23.

The program does not participate in the Child and Adult Care Food Program (CACFP) but follows the guidelines. The program serves breakfast, lunch and an afternoon snack. Breakfast and snack are prepared by the center and lunch is prepared by Allen Hospital and delivered to the center. The program uses a five-week rotation of menus for breakfast and snacks. Ms. Even prepares breakfast each morning and either Ms. Even or Ms. Friedly prepare the snack. Family style is not used. Allergies were posted in each room.

The kitchen was observed to be clean and organized. There is a dishwasher and sinks available to use the three-step method to clean and sanitize dishes. Most food items were stored according to NHSPS guidelines. There was a cereal that was rolled up in the box. Once a food item is opened it must be stored in a sealed plastic, metal or glass container. There was not a pattern of disregard so this will not be cited. There is a refrigerator in the kitchen and thermometers were present.

Each room, besides the room for three to five-year-olds, has a kitchenette area with sinks and a refrigerator. Thermometers were present. I was informed the refrigerator in the infant room is not currently working so they are buying a new one. In the infant room the parents can provide the formula. The center provides baby food, cereal and snacks. Feeding and changing schedules were posted in the infant room. The bottles are washed in the room using the three-step method or the dishwasher located in the infant room.

Each room, other than the room for the three-through fiver-year-olds, has a changing table. Procedures were posted by all the changing tables except for the one in the two-year-old room. Post them in this location. Each classroom has access to a bathroom with one toilet and one sink and handwashing procedures were posted. I observed or discussed diaper changes with the staff members. Proper procedures are being followed.

Over the counter medications and sunscreens were labeled with the children’s names.

The infant room was using boppy pillows to prop children up. This cannot occur. They were made for nursing mothers and this is how they can be used. Using the pillows to prop children up is a suffocation hazard.

Bleach is used to sanitize the food tables and disinfect the changing tables.

The parent information is located inside the entrance. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance. Community resources are available in the entrance for parents.

There are two fenced in playground areas. There is a concrete path and a small grassy area on each side. There is a playhouse but no other equipment. The teachers take out balls, a basketball hoop, trucks, and bicycles for the children. There is a tree for shade.

I reviewed some staff and children files while I was present and they were in good condition.

I reviewed emergency preparedness plans. The program has an evacuation site close by. You also need to identify an evacuation site on the other side of town and out of town. They also only have walking for transportation in case of an emergency. You must identify a plan to evacuate children if you are required to leave the area completely.

Staff members were attentive to the children. The day of my visit, four staff members did not show up for work. Ms. Even was covering in a room and called for help immediately. A room was briefly out of ratio until a second staff member showed up. This will not be cited as Ms. Even acted appropriately to cover the ratios in the rooms. There was child friendly music playing in rooms. Staff members interacted with the children at their level. They introduced the children to fun activities and took the children outside to play. The children appeared to enjoy their time at the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Even has brought the center up to compliance with licensing standards since she started in May 2023. She has provided the center with much needed stability in administration. She has brought staff and children files into compliance. She covers rooms, when necessary, when staff members do not show up for work. She is flexible. She had to make breakfast for the center in a classroom the day of the visit to stay in ratio.

The center has a Facebook page and a website. They are building a new larger center in Waterloo near the Allen Hospital area.

Ms. Even has staff members put their phones in mailboxes when they arrive so they are not tempted to be on their phones for personal reasons while caring for children.

The program is in a secured building and there are cameras in each of the rooms.

There are pictures of the staff members in the entrance.

The program had a great visit. Staff members were friendly and personable. They asked questions and took recommendations well.

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

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.
I reviewed emergency preparedness plans. The program has an evacuation site close by. You also need to identify an evacuation site on the other side of town and out of town. They also only have walking for transportation in case of an emergency. You must identify a plan to evacuate children if you are required to leave the area completely.

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.
Emergency fire and tornado procedures and evacuation diagrams were posted by some of the main program doors and outdoor exits in the center. Evacuation diagrams must be posted by all exits out of a room.

109.11(5): Telephone: Working non-pay phone with posting adjacent for emergency numbers for police, fire, and poison control center. Center street address and phone included in posting.List of emergency numbers for children kept near phone.
There was a phone in each classroom and emergency numbers were posted. You must add the program’s address and phone number to the emergency posting.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

An administrative change is being made to remove Mary "Louise" Wilder as a director.

An administrative change is being made to change the hours of operation to 6:45 am until 6:00 pm.

*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.