Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Prime Time Youth Care-Eisenhower

Provider No.: 51149

Address: 2624 Marilyn RD, Ottumwa, IA, 52501

County: Wapello

Director's Name: Becky Eaton

On-Site Supervisor: Breanna Berry and Tammy Silvers

Phone Number: 6416836337

E-Mail: becky.eaton@ottumwaschools.com

HHS Visit Date: 01/08/2026

Licensing Period: 09/01/2026 to 09/01/2028

Fire Inspection:

Date Inspected: 08/14/2024

Comments: due annually completed by Ottumwa Fire Department, Director Eaton stated on 1/14/26 she would get the latest inspection and send it. It is the program's responsibility to provided an arproved fire inspection to HHS annually

Report Visit Type:

- [ ] PTO
- [X] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

- [ ] Accrediation

Program Duration:

- [ ] Year-Round
- [X] School Year
- [ ] Summer Only

Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

HOURS:	*Year-round*	*School-Year*	*Summer Only*
Sunday			
Monday		6:00 AM to 6:00 PM	
Tuesday		6:00 AM to 6:00 PM	
Wednesday		6:00 AM to 6:00 PM	
Thursday		6:00 AM to 6:00 PM	
Friday		6:00 AM to 6:00 PM	
Saturday			

Program Population Served:

- [ ] Infant(0-<24 Months)
- [ ] Toddler
- [ ] PreSchool
- [X] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General				75	75
Summer					0

1. Basic Overview

Prime Time Youth Care- Eisenhower site is a newly developed before and after school program. It is located in Eisenhower Elementary School in a residential area on the north side of Ottumwa. The center is owned and operated by Prime Time Youth Care in Ottumwa. This center was newly licensed in 2020, closed for a few years and reopened in 2024.

The program Director is Becky Eaton. Director Eaton directs 6 similar programs for Prime Time Youth Care in Ottumwa. She has held this position since December 2015. In total Director Eaton has full time experience in administration of a childcare center for 14 years and many hours of child care training professional development hours. The Supervisor for this site is Breanna Berry. On Site Supervisor Berry has served as OSS at PTYC NOrth, PTYC Eisenhower, another PTYC program that is now closed and PTYC Pickwick. Both administrators float to various sites throughout the week. Ms. Berry has worked for 9 years full time at PTYC. She worked part time at PTYC for 1 1/2 years before that. She has a 2 year degree focusing on early childhood development and has all required certifications. Tammy Silvers also serves as OSS and is present daily. She has served as OSS at other sites and has been employed with PTYC for several years.

Program hours are 6:00am-7:45am and 3:15pm-6:00pm Monday through Thursday and Friday 6:00am-7:45am and 1:00pm-6:00pm. School age children are served at this program.

PTYC is governed by a board. The programs written statement is: Our goal is to provide a safe, caring, and enjoyable environment for any school-aged children needing care after the regular school day. This goal is achieved by the teamwork of our caring staff, helpful parents/guardians, and daily communication with the schools. The center website states: Our goal is to celebrate the uniqueness of each child in a caring, fun, enriching environment. The program is administered by the district's Community Programs department, with a director overseeing daily program operation.

CHILD CARE CENTER ANNUAL EVALUATION

OSS Tammy Silvers and I met in person at the center during an unannounced licensing visit on 1/8/26. I followed up by phone with Director Eaton afterwards At the time of the visit the staff was actively engaged in providing the school age child care program to the children. All program areas were observed at that time.

Program Observations:

The visit consisted of classroom and building area review and observations of activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. The program is held in various areas of the school building. It is available for students attending Ottumwa public elementary schools. The music/art room and gymnasium is also available. The room is arranged in an open manner, so that children can be supervised at all times. I observed staff and children during after school routines in the art room, restroom routines, snack routines and gymnasium play. I observed routine for how parents pick up children as well as restroom breaks, child discipline and snack time.

Center Nutrition Practices Observed:

Afternoon snack is prepared by kitchen staff but served in the cafeteria/gymnasium. Posted menus indicate that some minimum nutritional requirements are met. Fruit is served frequently.

CACFP guidelines are available so that the center may provide approved snacks to the children.

Center Health and Safety:

Regulations regarding staff and child hand washing, storage and maintenance of a first aid kit, emergency plans and drills for fire and tornado were reviewed. All kits should be labeled. The kit should be taken outdoors or to the gymnasium each time the children leave the room.

Every child occupied program room has adult supervision in the room. At least one staff is present in every room. Ratio is maintained during mealtimes. Ratio is maintained during outdoor activities at the center. Two adults are present when 7 or more children over age three are on the premises. The Director may access Child Care Resource and Referral Consultant Karen Lauer regarding curriculum, staff training and general childcare questions and the Iowa Department of Public Health Child Care Nurse Consultant Kelsey Stokesberry for health and safety related issues.

Program staff break children into assigned groups so that staff my maintain safe supervision practices. This is occurring daily. Routines and a more detailed schedule was added the past two years and the day of the visit supervision practices were good with the exception of children going to the restroom without supervision.

Regulations regarding safety and sanitation policies and procedures were reviewed. An adequate amount of natural light is provided by windows and other lighting available is overhead fluorescent lighting. Air quality, ventilation and lighting were adequate on both visit days.

I observed fire and tornado drills. They were completed as required.

We reviewed environmental testing and the maintenance of any necessary detection equipment.

Regulations regarding prescription and non-prescription medication, specifically regarding requirements of physician directions, and parental consent were present. The center was in compliance with this rule. An action plan and a medication form should be on file for emergency medications. Medication is kept out of the reach of children. The ill/injured area is located at the far end of the room away from other children until parents can arrive.

Center Playground:

The daycare outdoor play area is on the side of the school building. Surfacing material is of adequate depth. The area is fenced and has natural shade. I observed the play area and no safety hazards were noted.

Playground inspections were complete. The Child Care Weather Watch is utilized if outdoor play is questionable due to

CHILD CARE CENTER ANNUAL EVALUATION

varying weather conditions.

Center Transportation Arrangements/Field Trips:

The center provides no transportation and does not take field trips. If walking field trips are taken this year parents must sign a field trip permission form.

Center Administrative Records:

Child misbehavior is addressed by discipline intended to be remedial and instructive in nature. Individual teachers are allowed to develop methods of dealing with misbehavior consistent with that philosophy and short of methods that employ corporal punishment. Required notices and postings and required written policies provided to parents in the form of a parent handbook were present. All mandatory postings including a No Smoking sign, mandatory reporter information, the center license and licensing consultant contact information were present and available for parent review.

Emergency evacuation plans/maps should be posted by each door. Emergency phone numbers are posted by the phone with posting adjacent for emergency numbers for police, fire and poison control center. It should include the center street address and phone number.

Staff and child files are mostly complete. Staff records required for licensing have been integrated into a single file for each staff member. Staff files were reviewed including updated physicals, CPR/First Aid, Iowa criminal/child abuse checks, mandatory reporting and continuing education courses on employees were up to date. Fingerprints are due every 4 years. Every staff member must be trained and have criminal background checks and fingerprints. The program may access Child Care Resource and Referral for training assistance.

Child files were reviewed including child health statements, dental, medical and hospital information, as well as emergency contacts and pick up authorizations. The center has 30 days from the beginning of enrollment to procure all child physicals/health statements.

Emergency evacuation plans/maps should be posted by each door. Emergency numbers are posted. Training has been conducted annually on the Emergency Preparedness Plan for this site.

Curriculum and schedules are present.

2. Identify Observed Strengths of the program

The program serves a need in the community.

Routines and schedules are followed daily.

3. Identify the aspects that fall below the standard

1. All staff will be trained on the program EPP. An intoxicated parent policy should be present so staff know how to respond if this occurs. The fire inspection is overdue. The Director agreed to secure a new approved inspection. She will contact the Ottumwa Fire Department.
2. Children should not be allowed to go to the restroom alone. They must have supervision outside the restroom doors.

The OSS and Director agreed to correct both issues. They may reach out to Karen Lauer or Kelsey Stokesberry for assistance.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

CHILD CARE CENTER ANNUAL EVALUATION

5. Special Notes/Recommendations

HHS encourages you to contact your local nurse consultant. 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. Please visit the following website regarding health forms and postings and other services offered by IDPH Child Care Nurse Consultants: http://idph.iowa.gov/hcci/consultants This program has access to Consultant Mary Mikulecky (office in Ottumwa) . She met with them October 2024 to conduct a health and safety checklist and a file review. She covered the following on visits in 2024:
Medication administration test outs (becky and bre and least one I KNOW for sure that is staffed at Eisenhower)
Special care needs review (ALL enrollments)- ALL care plans in place.
Immunization review (currently working on)- have no come across any that has not been fully vaccinated.
First aid bag donation for all groups

TA's-
Action care plans- all-
SDS sheets
Cleaning- appendix j and k
Diaper changing procedure
Supervising (methods of supervising children)
Child records- ensuring sibling files are separated not in same file together.

HHS encourages you to contact Child Care Resource and Referral Consultant Karen Lauer. They 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. The center is aware they may access CCNC and CCR&R Consultant on a consistent basis. CR&R Consultant Karen Lauer has made contact with the OSS and explained services the agency provides. She provided IQ4K consultation as well as vacancy updates on the program. Consultant Lauer visited on 10/15/24 to review staff files and made recommendations. She sends emails throughout the year on a variety of topics and resources.

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to correct violations listed above. They should continue to monitor day to day practice and adjust accordingly to continue to ensure licensing rule is met consistently. It is important to note, all HHS licensing standards and procedures must be corrected/maintained during the renewal period.

Date: 01/16/2026

HHS Licensing Consultant: Jill Seibert

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.