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

Name of Center: Little Hands at Work and Play **Enrollment:** 56 **License ID No. (Reapplications)** 14913

Street: 205 S 27th ST **City:** Council Bluffs Iowa **Zip** 51501 **County:** Pottawattamie

Mailing Address: Parkview Daycare Services, Inc4884 W Mill RD, Raymond, NE, 68428

Director's Name: Laurie Polivka **Phone Number:** 712-325-5530

On-Site Supervisor(s): **E-Mail:** director.littlehandscb@gmail.com

Date(s) of Visit: 01-05-2022

X **Licensing Visit** X **Unannounced Visit** **Off Year Visit** **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: 01-05-2022

Comments :

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: X Profit 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	31	19	20	20	90
Summer					0

QRS Rating: 2

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 01-01-2022 to 01-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Kathy DeGeorge-Evans **Date:** 01-18-2022

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced licensing visit was made to Little Hands at Work and Play on 1-5-2022. Laurie Polivka, is the director and vice president of Little Hands, she is at the center on a frequent basis. Kendall Taylor and Robin Guest are the onsite supervisors, please email me their onsite supervisor qualifications worksheets, or the director qualifications worksheet for Kendall Taylor if you are wanting her to be the director. . Alan Branding is the owner of Parkview Daycare Services Inc dba Little Hands at Work and Play.
I met with Laurie and Kendall during my licensing visit on 1-5-2022.
There are fifty six children enrolled in the center.

Observation of rooms:
There are four program rooms, all program rooms were in ratio.
Staff had excellent interactions with the children, they were positive and having fun with the children. The children were having fun participating in a variety of activities during my visit. Little Hands at Work and Play has written their own curriculum and each room has their lesson plans/activities.
The daily sheets looked good.
The school age children were in school at the time of my licensing visit.
Repeat information from my off year licensing visit on 1-5-2021 - Some napping mats need to be replaced as they are flat, or torn. Please discard the torn/flat mat as soon as possible.

Nutrition:
The center participates in the federal food program. Breakfast, lunch and snacks are provided each day. Company Kitchen delivers the food each day. The menus rotate on a monthly basis and are posted.
The microwave needed cleaned. Please make sure staff clean the microwave after each use.

Health and safety:
The fire/tornado drills were practiced and documented monthly.
The center has their emergency procedures. Radon testing was done in the basement in December 2021 with a test result of 0.8 pCi/L. Next time radon testing is done please complete testing in all program rooms.
The building has all electric appliances.
Each room had their three step bottles for sanitizing and disinfecting, the center uses bleach/water.
The center follows the Covid protocols. Children and staff temperatures are taken upon arrival.

Playground:
The playground has padded surfacing and and pieces of equipment.
Please refer to the Handbook for Public Playground Safety for requirements on equipment, surfacing etc.
Monthly playground were completed.

Transportation:
The center provides transportation for before and after school age/preschool age children to local schools. The center has

fifteen passenger vans. The vans are also used for field trips for children four years old and older. Please make sure your center uses a maintenance log and that regular maintenance occurs on each van. The center has reported that they use a tracking/child counting form for each trip.

Administrative records:
Six staff files were read and were in good order. Please make sure all staff have their physical on the required DHS physical form.
Sixteen child files were read and were in good order.
Staff meetings are held on a regular basis.
The center has the required postings; consultant information, mandatory reporting of child abuse emergency information and no smoking.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The management team provides orientation, training, demonstration, good communication and observation to staff to ensure staff provide positive social interaction with the children. The center has cameras in the rooms and those are also used as a training tool.
Staff are very proud of the center and the care that is provided.

Fun incentives for the staff are provided throughout the year.
The center uses ProCare for parent, staff log in/out, billing etc.
The center participates in the Quality Rating System (QRS) and they are a level II.
The center receives grants for equipment and supplies.

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

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. Make sure all staff have their physicals on the required DHS physical form. Please review staff files and make sure all staff have their physical on the required DHS physical form.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for 1-1-2022 to 1-1-2024.

*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.