Iowa Department of Human Services

CHILD CARE CENTER COMPLAINT

Name of Center: St. Joseph The Worker Early Childhood **Enrollment:** 177 **License ID:** 19221

Street: 2105 St Joseph Street **City:** Dubuque **IA** **Zip Code:** 52001 **County:** Dubuque

Mailing Address: 2105 St Joseph Street

Mailing City: Dubuque **IA** **Zip Code:** 52001

Director's Name: Jessie Nelson **Center Phone Number:** 563-582-1246

On-Site Supervisors: **E-Mail Address:** joconnell@holyfamilydbq.org

Date of Complaint: 01-09-2024 **Date of Visit:** 01-18-2024

[ ] Scheduled **[X]** Unannounced **[ ]** NA

[X] Non-Compliance with Regulations Found **[ ]** Compliance with Regulations Found

RECOMMENDATION FOR LICENSE

[X] NO CHANGES to licensing status recommended

[ ] PROVISIONAL license from **to**

[ ] SUSPENSION of License

[ ] REVOCATION of License

Complaint Details:

Did this complaint result in a serious injury? ☐ Yes ☒ No

Did this complaint result in a death to a child? ☐ Yes ☒ No

Summary of Complaint:

On 1/5/24 staff left a two year old child alone in the classroom for a period of two to 10 minutes. The child was not harmed. The child's parents were notified of the incident as well as the licensing consultant. The two staff responsible were disciplined.

Licensing Rules Relevant to the Complaint:

109.10(16)a The center and supervisor shall ensure that staff knows names and number of children assigned. Staff shall provide careful supervision.

Inspection Findings:

The licensing consultant was first notified directly of this incident by center administrator, Lis Ernst. The licensing consultant corresponded with Lis about the incident and what actions the center had taken. The licensing consultant completed a follow up visit to the center and met with Lis and the center director, Jessie Nelson, as well as one of the staff involved with the incident.

109.10(16)a The center and supervisor shall ensure that staff knows names and number of children assigned. Staff shall provide careful supervision. VIOLATED
Lis reported the staff (Jazmin R. and Denise B.) and children left the room to go to the gymnasium located in the building. This is when the child was accidentally left behind in the room. This was discovered when a parent of another child was dropping off their child to the center. Lis stated the child was found resting and had possibly been asleep in the "cozy cube" in the room. Lis stated the child was not upset. Lis stated there had not been previous concerns for this child and that the child had just moved to this room two or three days prior. Lis stated there had not been previous concerns for the staff involved and that they were upset with themselves when they realized what happened. Lis stated they found that the child had not been signed in on the clipboard which likely contributed to the staff missing the child's absence from the group. Lis stated the staff were given corrective action plans and were given a warning consistent with the center's policies. The center is cited with regard to this incident since the staff did fail to account for a child they were responsible for. It is noted that the incident appears to be isolated and there were contributing factors. There did not appear to be any harm to the child as a result of the incident.

It is alleged that Levi Jones (age 2) was left alone in the classroom at a child care center for a period of 2 to10 minutes without adult supervision in the room. It is alleged that the child was not harmed and he was safe in the center the entire time. There were two separate staff in the classroom and it unknown who was responsible for the incident. There is no information that the child was placed at risk of harm or that his needs went unmet.

Special Notes and Action Required:

During the visit, the licensing consultant visited the room and observed the cube area. Discussion occurred regarding moving the cube slightly so that it is more visible from all areas of the room. Prior to licensing becoming involved, the center was already working out plans to avoid a similar incident in the future. Subsequent this visit Lis provided a copy of the center's new "Name-to-Face Ratio Monitoring Procedure" which details procedures for staff to account for the children they are responsible for. Lis states all staff will be trained on these procedures. It will be important for center administration to monitor staff and make any adjustments where necessary.

Consultant's Signature:

Heidi Hungate

Date:

02-14-2024