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

Name of Center: St. Joseph The Worker Early Childhood **Enrollment:** 177 **License ID No. (Reapplications)** 19221

Street: 2105 St Joseph Street **City:** Dubuque Iowa **Zip** 52001 **County:** Dubuque

Mailing Address: 2105 St Joseph Street, Dubuque, IA, 52001

Director's Name: Joann O'Connell **Phone Number:** 563-582-1246

On-Site Supervisor(s): Kathy West **E-Mail:** joconnell@holyfamilydbq.org

Date(s) of Visit: 05-23-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 06-21-2023

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

Date Inspected: 02-23-2021

Comments : Remodel of rooms 2 (202), 3 (204), 5 (206), 7 (208), and 9 (210) approved by fire inspector via email correspondence received by licensing on 2/19/23.
Remodel of rooms 11 (212) and 13 (214) approved by fire inspector via email correspondence received by licensing on 6/21/23.

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 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	69	54	116	12	251
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2023 to 08-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 05-26-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced licensing visit was completed at this center on 5/23/23. The center was also visited on 2/13/23 upon completion of the first phase of the building remodel. The center director is Joann O'Connell, and she was present at the time of the visit and accompanied the licensing consultant throughout the visit. Kathy West is the approved on site supervisor for this program. This early childhood program is part of a large network of child care facilities and schools operated by the Holy Family entity, a consortium of Catholic Churches in the Dubuque area. The enrollment is typically increased during the summer at this site because it is one of the sites that operates year round, thus, some children who attend other Holy Family sites during the school year may attend here during the summer. School-age children typically only attend at this site on non-school days. The center does participate in the Iowa Voluntary Preschool Grant program.

This is a very large center occupying all three floors of what was once a Catholic school building. It is noted that there have been major renovations to portions of the building since the off year visit, and work continues in phases. All program space was observed.

Two year old rooms, toddler rooms, younger infant rooms, three year old rooms, four/five year old rooms, and school age rooms are all included on the "main" level of the center. Several rooms have had restroom areas added adjacent to the rooms/shared between two rooms. There are also hallway restroom areas available for the rooms that do not have restroom areas. Diaper stations and hand washing sinks are located in the rooms that include diapering, and rooms do include at least one hand washing sink within the room. Some of the rooms that have not yet been remodeled do also include adjacent restroom areas.

There are four separate preschool/child care rooms located on the lower (mid) level of the building used for children age three through five. There are hand washing sinks located within each program room on this floor. Children have to travel to use the restroom area located on this floor. There are separate boys (two toilets, one urinal, one sink) and girls (two toilets, one sink) restroom areas located at the end of the hallway.

The lowest level of the center includes the kitchen and food storage area, a staff break room area, the cafeteria (previously used for food service for children age two and up but not currently used), and the gymnasium. The gym provides a nice space for indoor large motor activities for children age two and older. There are restroom areas for girls and boys located in a hallway adjacent to the gym for the children to use on this floor. Restroom areas in the boys and girls "locker rooms" may also be used on occasion.

The center participates in the CACFP and serves breakfast, morning snack, lunch, and afternoon snack. Meals and snacks are prepared in the large kitchen on-site by the kitchen/cafeteria staff. The kitchen is organized. Parents do have to pay extra for breakfast and lunch meals.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center director has many years of experience. This large center continues to be well managed by the director and the

assistant. The center continues at level four QRS rating through 5/31/23. Program rooms are all large and bright with many windows on both the main and lower levels. Hallways are also decorated with the children's projects and crafts throughout the center. The staff at the center continue to work well together. Staff were again observed to be highly involved with the children in activities. The center participates in the local AEA program where materials can be borrowed to enhance program activities. Staff complete individual profile binders for each preschool/prek child at the center to include photos of and projects created by the children throughout their time in preschool/prek. The center's licensing documentation and staff and child files are highly organized.

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

STAFF FILES:
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.
_1_ staff file reviewed did not have evidence of the staff physical.

CHILD FILES:
109.9(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.
Number invalid: 8 (valid certificate, IDPH form signed and dated by medical personnel, is required to be on site before a child can attend the center)

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. Sanitation and safety procedures for the center are developed and implemented to reduce risk or injury or harm to children and reduce transmission of disease.
1. Children's items on the floor, staff purse accessible in room 2.
2. Miscellaneous choking hazards accessible in drawers and staff purses accessible in cabinet in room 2.
3. Miscellaneous choking hazards accessible in drawers of room 5.

109.12(5)b: Diapering, sanitation, and handwashing procedures posted and implemented in central diapering area.
1. Review diaper changing procedures with staff as they are posted. Get out just the materials needed prior to starting the diaper change (not the entire container of wipes, etc.) and remove gloves before handling the clean diaper and re-dressing the child.

V. SPECIAL NOTES/RECOMMENDATIONS:

The administrative change aspect of this report reflects the capacity of the center as they proceed through extensive remodeling of the main level of the building. The individual room capacities are as follows:

Main level:

Three to five year old (room 1, /201) = 20 children
Infant 1 (room 2/202, zero to six months, CRIBS) = 15 children (remodeled)
Infant 2 (room 3/204, six to 12 months, CRIBS) = 15 children (remodeled)
Infant 3 (room 5/206, 12 to 18 months, CRIBS) = 15 children (remodeled)
Twos #1 (room 7/208) = 19 children (remodeled)
Twos #2 (room 9/210) = 19 children (remodeled)
Preschool (room 11/212) = 16 children (remodeled)
Preschool (room 13/214) = 16 children (remodeled)
18 through 23 months (room 6/205) = 12 children
Two to three years (room 8/207) = 16 children
15 months through 23 months (room 10/209) =12 children
School age (room 14/213) = 12 children

(room 12/211) is used as a large motor room for infants and toddlers, not included in license capacity

Room 4/203 is currently not in use as it is being renovated.

Mid level:
Prek plus (room 16, 1D2) = 16 children

Prek (room 18, 1D1) = 16 children
Preschool 1 (room 15, 1B1) = 16 children
Preschool 2 (room 17 ,1B2) = 16 children

1. Ensure current activity plans are posted and are dated for all program rooms.
2. Fix cabinet doors in room nine and room seven so that they close properly and do not present pinch hazard.
3. Safe stool is needed for children to access the hand washing sink at the diaper station in room five.
4. Trash containers including food/beverage waste shall be lidded and remain covered when not directly in use.
5. Improve storage of clean linens/food service items to ensure not with other miscellaneous items.
6. Wooden gates at entry areas of some rooms are visibly worn and need to be replaced/repainted to ensure no chipping paint and can be cleaned/sanitized.
7. Ensure first aid kits are all clearly labeled and are not accessible to the children.

The center is cautioned with regard to the location of the diaper station and hand washing sinks in room 2B2. The diaper station is too far away from the hand washing sink that is located in the room, and the staff presently go into the restroom area for hand washing after diaper changes. The center needs to consider how this impacts ratio.

This center will continue with a full license. The center is directed to correct the items cited and the items noted above in this section of the report and to submit a written summary to the licensing consultant as to how and when those corrections are/will be completed. The written summary shall be submitted within 30 days of receipt of this evaluation. Thank you.

*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.