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

Name of Center: A to Z Learning Center & Day Care-Waterloo Univ. **Enrollment:** 159 **License ID No. (Reapplications)** 21616

Street: 3243 University Ave **City:** Waterloo Iowa **Zip** 50701 **County:** Black Hawk

Mailing Address: 3243 University Ave, Waterloo, IA, 50701

Director's Name: Chris York **Phone Number:** 319-232-2624

On-Site Supervisor(s): Melissa Fischer **E-Mail:** AtoZ3243@hotmail.com, atoz4828@gmail.com

Date(s) of Visit: 08-02-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 07-20-2023

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

Date Inspected: 10-20-2020

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 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	39	18	46	42	145
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2023 to 09-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 08-10-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 08/02/23 I made an unannounced licensing visit to A to Z Learning Center and Day Care on University Avenue in Waterloo. I met with Melissa Fischer, the on-site supervisor. Ms. Fischer has a BA in social work and has been employed by A to Z since May 1997. She has obtained her National Administrator Credential (NAC) and has completed several hours of child development related training. Tricia Paeper is her assistant and is in charge when Ms. Fischer is away. She has been with the program since April 2012. Chris York is the executive director of the A to Z centers. There are 28 staff members employed by the center.

The center operates out of a free-standing building. The program operates Monday through Friday from 5:30 am until 6:00 pm. It serves infants through school-age children. The program offers a preschool program for three-year-olds, four-year-olds and five-year-olds during the school year that operates from 9:00 am until 12:00 pm Monday through Friday. There are currently 159 children enrolled at the center.

The program utilizes the following classrooms: infants (Bear Cubs), toddler room (Ducks, 12-18 months), Doodle Bugs (18 months and young two-year-olds), Teddy Bears (two-year-old room), Jungle Friends (three-year-old room), Dinosaurs (four-year-olds), Sea Creatures (five-year olds)/Clowns (school-aged children) share a room. An inspection of each room was completed. Windows provide natural lighting for all the rooms except for the Dinosaur room, where artificial lighting is used. The rooms are decorated with pictures of the children, the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. There is an area for circle time in each room.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computers, art, dramatic play, writing, math, science/discovery, woodworking, sensory table, magnets, Play-Doh, and music. 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. In the Jungle Friends and Dinosaur rooms there were TV electrical cords that the children have access to. The cords must be secured. This was cited in last year's report also and must be corrected. The materials are located at child level, so they were easily accessible to the children.

In the Ducks room a staff member's purse was out and within reach of children. All personal items must be stored out of the reach of children.

There was unlabeled over the counter medications in the infant room changing area. These must be labeled. There was also powder in this area. This should not be used as it can cause asthmatic reactions in children. There was a triple antibiotic cream in the infant changing area. This cannot be used on children without a signed medication authorization and should be removed. I suggest cleaning any injury with soap and water and using a band-aid.

I observed or discussed diaper changes in each of the rooms where they occurred and proper procedures are being followed.

The center uses a variety of resources to develop lesson plans. The curriculum is well-balanced and provides a variety of activities to meet the physical, emotional and developmental needs of the children. Activities are based on weekly themes.

The themes are the same throughout the center (except the school-age room) and each teacher prepares lesson plans with age-appropriate activities for their class. A lesson plan was available in most rooms. The Ducks room did not have a current lesson plan. This was cited in last year's report also, but there was not a pattern of disregard throughout the center so this will not be cited.

There was a phone with emergency numbers in the classrooms. Emergency fire and tornado procedures and evacuation diagrams were posted by most of the main program and outdoor exits. Please post the emergency diagram near the exit to the outside in the Duck room. This was cited last year also and must be corrected. A daily schedule was posted in each room except for the Duck room. This has been cited in the last two years' reports and must be corrected.

The center partners with Central Rivers AEA to provide the children with hearing screenings and the Lion's Club provides vision screenings. They also work with Child Care Resource and Referral (CCR&R). The program has a Quality Rating System (QRS) level of 4 that expires on 01/31/24.

The center participates in the Child and Adult Care Food Program (CACFP). Jodi Thein is the full time cook at the center. The center provides breakfast, lunch and a morning and afternoon snack. There are four rotating menus. Menus were posted. Allergies are posted. Food was stored according to NHSPS guidelines in the kitchen and rooms. All refrigerators and freezers had working thermometers. The kitchen was observed to be clean and organized. The center uses the three-step method to wash dishes by hand. The infant room is washing bottles in the room and are not using the three-step method. This must occur because all bottles/dishes are required to be sanitized.

The center provides two types of baby formula or parents can provide their own. The center also provides baby food and cereal. Bottles are washed and sanitized in the room. The refrigerator in the infant room has a thermometer and the temperature was running high. The temperature was 52 degrees, and it should be forty degrees or lower. Please keep an eye on this. If it remains high, you may need a new refrigerator.

In the Ducks room children were given snack and walking around the room while eating the snack. The children must always sit at the table while eating. They should not be walking around the room with food.

The center uses bleach and water to sanitize the food tables and disinfect the diaper changing tables. Handwashing procedures and diaper changing procedures were posted near all the sinks and changing tables. However, in the Duck room they moved the changing table to a new location. The diaper changing procedures should be moved over near the table. In the Jungle Friends room, I observed the staff members clear the tables after snack. The staff member cleaned the tables with soap and water but did not use bleach to sanitize the tables. This must occur before and after all meals. The staff member corrected this after I spoke with her. There was not a pattern of disregard so this will not be cited. Also, in the Jungle Friends room I observe a child use the bathroom and not wash their hands. Staff members should be monitoring the children who use the bathroom to make sure they are washing their hands.

The center uses cribs and cots for naps. The cribs in the Ducks room have loose fitting sheets. Sheets must be tight fitting. Ms. Fischer states they have ordered new sheets for the cribs. Bedding is stored in individual tubs for each child. The bedding was hanging over the tubs and touching each other in multiple rooms. The bedding of one child cannot touch the bedding of other children.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in October 2022 and is good for two years. Results were within EPA guidelines. The center had a radon mitigation system installed in 2001. The annual fuel burning inspection was completed and no concerns were noted. The program has carbon monoxide detectors in the school-age/Sea Creatures room and in the kitchen. Outlets were protected. The fire marshal inspection occurred on 10/20/20.

The outdoor play area consists of three separate fenced-in areas. Each area uses woodchips for surface cushioning.

The area for the infants, toddlers and two-year-old children has a small piece of climbing equipment with slides, pushing toys, riding toys, and dramatic play equipment. There is a concrete area for riding toys. There is also a grassy area. A canvas provides shade and picnic tables are available.

The second area is for three-year-old children. There is a piece of climbing equipment with slides. There is a castle with a slide and another small slide on the grassy area. These items have a fall height greater than eighteen inches and are required to be on fall surfacing. Place them on the woodchips or remove them. There is a basketball hoop, dramatic play items, riding toys and playhouses. Trees provide shade and there are picnic tables.

The third area is for preschool and school-age children. There is a large piece of climbing equipment with slides, tunnels and several other activities. There is also a sand pit, monkey bars, and basketball hoops. There is a concrete area and a grassy area for the children. Trees provide shade.

The parent information is located on a bulletin board 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 entrances.

Staff and children files were reviewed at the time of the licensing visit. I reviewed sixteen children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Eight files did not provide adequate dental emergency contact information and one file did not provide adequate doctor emergency contact information. Two files did not provide information for emergency contacts.

I reviewed four staff files. One staff member had an outdated Iowa background check (SING), but this has been corrected. One staff member who is under the age of eighteen did not have fingerprints. The center was unaware of the rule change that mandated them to get fingerprints and has a plan to correct this. One staff member had a current physical, but it is not on the mandated DHH employee physical form which makes it invalid.

Staff members were observed to have terrific interaction with the children. Child friendly music was playing in several rooms. Staff members were flexible with their schedules to accommodate the children's needs and attention levels. During circle time staff members included all the children in activities and used visual cues to help teach and make the activities fun. Staff members were offering the children choices. They provided the children with praise and used positive redirection when necessary. Staff members were patient and talked with the children about using nice words. Staff members were observed to have good teamwork. The children seemed to enjoy and feel comfortable in the program.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has a Quality Rating System (QRS) level of 4 that expires on 01/31/24.

Ms. Fischer states several staff members have some type of degree (CDA, AA and bachelor's degree). Three staff members just finished the TEACH program and one just signed up for the TEACH program. She states they have four staff members involved with the Wages program. She states they have a lot of experience and education with their staff members.

Ms. Fischer states they have a good summer school-age program. They keep them busy and entertained.

The center provides transportation for the school aged children to five schools in the area: Orchard Hill, Kingsley, Lowell, Cedar Heights and Becker.

There are pictures of staff members posted outside of the classrooms and in the entrance.

Ms. Fischer obtained her National Administrator Credential (NAC).

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.
Number not in compliance: 1

109.9(2)b: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.
Number not in compliance for medical: 1
Number not in compliance for dental: 8
Information lacking: Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Eight files did not provide adequate dental emergency contact information and one file did not provide adequate doctor emergency contact information. Two files did not provide information for emergency contacts.

109.10(3)a: All medications shall be stored in original containers with physician or pharmacist directions. Labels should be intact and stored so they are inaccessible to children and public. Nonprescription medications shall be labeled with the child's name.
There was unlabeled over the counter medications in the infant room changing area. These must be labeled. There was also

powder in this area. This should not be used as it can cause asthmatic reactions in children. There was a triple antibiotic cream in the infant changing area. This cannot be used on children without a signed medication authorization and should be removed. I suggest cleaning any injury with soap and water and using a band-aid.

109.10(8): Children's hand washing: Center shall ensure staff assist children in personal hygiene. For each infant or child with a disability, a separate cloth for washing and one for rinsing may be used in place of running water. Children's hands shall be washed:Immediately before eating or participating in food service activity.After using the restroom or being diapered.After handling animals.
In the Jungle Friends room I observe a child use the bathroom and not wash their hands. Staff members should be monitoring the children who use the bathroom to make sure they are washing their hands.

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.
Bedding is stored in individual tubs for each child. The bedding was hanging over the tubs and touching each other in multiple rooms. The bedding of one child cannot touch the bedding of other children. In the Jungle Friends and Dinosaur rooms there were TV electrical cords that the children have access to. The cords must be secured. This was cited in last year's report also and must be corrected. In the Ducks room a staff member's purse was out and within reach of children. All personal items must be stored out of the reach of children. In the Ducks room children were given snack and walking around the room while eating the snack. The children must always sit at the table while eating. They should not be walking around the room with food. In the three-year-old playground area there is a castle with a slide and another small slide on the grassy area. These items have a fall height greater than eighteen inches and are required to be on fall surfacing. Place them on the woodchips or remove them.

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served.Program complements but does not duplicate school curriculum.Schedule of program is posted in a place visible to parents.
A daily schedule was posted in each room except for the Duck room. This has been cited in the last two years' reports and must be corrected.

109.15(5)c: Sanitary methods are used for dishwashing sufficient to prevent transmission of disease.
Additional concerns: The infant room is washing bottles in the room and are not using the three-step method. This must occur because all bottles/dishes are required to be sanitized.
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V. SPECIAL NOTES/RECOMMENDATIONS:

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

*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.