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

Name of Center: Ann W Wickman Child Development Center **Enrollment:** 103 **License ID No. (Reapplications)** 32373

Street: 703 Linn Street **City:** Atlantic Iowa **Zip** 50022 **County:** Cass

Mailing Address: 703 Linn St, Atlantic, IA, 50022

Director's Name: Dianna Williams **Phone Number:** 712-243-2553

On-Site Supervisor(s): na **E-Mail:** dwilliams@wickmandaycare.com

Date(s) of Visit: 02-01-2024

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

LICENSING VISITS

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

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

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

Date Inspected: 12-09-2022

Comments :

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 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	34	17	50		101
Summer					0

QRS Rating: 1

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2024 to 06-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Kathy DeGeorge-Evans **Date:** 02-13-2024

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 Ann W. Wickman Child Development Center on 2-1-2024. The center opened on 6-28-10. Child care services are offered to infants to preschool age children from 5:30 am to 6:00 pm Monday through Friday. There are 103 children enrolled in the center and there are six program rooms. Dianna has been the director since the program opened, she has a Bachelor's Degree in Early Childhood Education Administration with a Minor in Human Resource Management. There is always a responsible person in charge when Dianna is gone. Southwest Iowa Family Services owns the building and the YMCA manages the child care center. The staff are employees of the YMCA. The building is on the Atlantic Public School property.
I met with Diana Williams on the day of my licensing visit.

Observation of rooms:
All program rooms were observed and were in ratio. Staff were positive and attentive to the needs of the children.
The infant room was moved to a new room. There were thirteen children and six staff present. Two children were sleeping in bouncy seats. I told the staff the children can't sleep in the bouncy seats and they needed to move the children to a crib. It didn't appear as though the staff knew that children can only sleep in their cribs. Please train staff on safe sleep requirements - children must be moved to their crib when they fall asleep in bouncy seats, swings etc.
When children are sleeping in their cribs there needs to be direct observation of the children.
Sanitizing was not being done correctly - staff said they are using bleach/water for sanitizing but then said they only using soap/water to sanitize the highchairs and they aren't mixing the bleach/water daily. Staff need trained on the three bottle sanitizing procedure - 1. Soap/water for cleaning, 2. Water for rinsing and 3. Your EPA and child care approved product for sanitizing or disinfecting. If you are using bleach/water you need to follow the directions on the specific bottle of bleach for mixing instructions, if it isn't on the bottle you need to refer to the website on the bottle of bleach.
The daily sheets looked good.

Toddler room 12 - 18 months - nine children and four staff were present. The daily sheets looked good. The lesson plans/activities were very confusing as it had pictures of things and I had no idea what the activities were i.e. Wednesday had a sticker saying Love and the lesson plans were for the wrong week. The staff need training on lesson plans/activities.

Toddler room - eleven children and three staff present. The children were getting ready for nap time. Please remove push pins/tacks from the bulletin board and room, these are a health and safety hazard.
Lesson plans/activities are needed.
Please review dish washing procedure at the sink and how much bleach to use.

Two year old room - four children and two staff, some children and staff were in the gym.

Three year old room - The children were taking a nap. Please remove push pins/tacks from the bulletin board and room, these are a health and safety hazard. Lesson plans/activities were posted.

The three items below are repeat violations from my licensing visit on 6-12-2023

1. Please remove push pins/tacks from program rooms, bulletin boards hall ways etc., they are a health and safety hazard as children can put them in their mouth when found on the floor.
2. Please train staff on lesson plans/activities and review them every week.
3. A child was sleeping in a bouncy seat during my licensing visit . Staff need trained on safe sleep requirements.

Children's fun art work was displayed.

Nutrition:
The center provides the breakfast and snacks and Treat America/Company Kitchen delivers the lunch each day.
The center participates in the federal food program.
Appropriate food storage practices are maintained.

Health and Safety:
Radon testing is needed the last radon test results I have is from October 2021, six tests were completed all test scores were under 4.0 pCi/L.
Each room practices and documents monthly fire/tornado drills, make sure all rooms are completing the drills.
The center follows proper medication management procedures.
The center has emergency preparedness policies.

Playground:
The center has a fabulous playground which offers out door classroom/nature activities and beautiful flowers/plants.
Monthly playground safety were documented.

Transportation:
The center doesn't offer daily transportation services. When a field trip is taken transportation services are hired.

Administrative Files:
Child files were read and were incomplete - files need updated at least annually, files were missing emergency medical contact information for the dentist, files were missing current physicals. Please review all child files and have them updated with the required information immediately.
Staff files were read and were incomplete - files were missing information i.e. physicals. It was hard to locate information in the staff files -I would recommend organizing your staff files. Please review all staff files and have them updated with the required information immediately.
Staff meetings are held on a regular basis and Diana meets with lead staff from each room. A parent meeting is held quarterly.
A parent survey is done.
Each program room provides a newsletter to the parents.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center is a wonderful resource for the community. There is a fun variety of age and developmentally appropriate toys and equipment/furniture in each room. The children's art work is displayed. The center uses the Procare app.
The center is a community collaboration of many groups and individuals donating equipment and their time and talents to make the center a success. Dianna Williams does an excellent job operating the center and making improvements. She is enthusiastic and proud of the program.
Staff have excellent interactions with the children, they are positive and are attentive to the needs of the children.
The center participates in the IQ4K program, they are a level 1.
The center participates in fundraising and has received 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.
Staff files were read and were incomplete - files were missing information i.e. physicals. It was hard to locate information in the staff files. Please review all staff files and have them updated with the required information immediately.

109.9(2): All files are updated at least annually and when a change occurs.
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.
109.10(1)a: Preschool (for children five years and younger not enrolled in school): Physical exam report submitted within 30 days of admission, was obtained no more than 12 months prior to admission, is signed by a licensed MD, DO, PA, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Child files were read and were incomplete - files need updated at least annually, files were missing emergency medical contact information for the dentist, files were missing current physicals. Please review all child files and have them updated with the required information immediately.

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.
Infant room - Sanitizing was not being done correctly - staff said they are using bleach/water for sanitizing but then said they only using soap/water to sanitize the highchairs and they aren't mixing the bleach/water daily. Staff need trained on the sanitizing procedure.
REPEAT VIOLATION - Toddler room and three year old rooms - Please remove push pins/tacks from the bulletin board and room, these are a health and safety hazard.

109.11(7)b: Centers at ground level that use basement area as program space, or have a basement beneath program space: Testing and plan for remedy of radon is conducted.
Radon testing is needed.

REPEAT VIOLATION - 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.
12-18 month room -The lesson plans/activities were very confusing as it had pictures of things and I had no idea what the activities were i.e. Wednesday had a sticker saying Love and the lesson plans were for the wrong week. The staff need training on lesson plans/activities. Toddler room - Lesson plans/activities are needed. Please train staff on lesson plans/activities and review them every week.

REPEAT VIOLATION - 109.12(5)e: The provider shall follow safe sleep practices recommended by AAP for infants under one year of age:Infants shall always be placed on their back for sleep.Infants shall be placed on a firm mattress with a tight fitted sheet that meets Consumer Product Safety Commission federal standards.Infants shall not be allowed to sleep on a bed, sofa, air mattress or other soft surface. No child will be allowed to sleep in any items not designed for sleeping but not limited to, an infant seat, car seat, swing, bouncy seat.No toys, soft objects, stuffed animals, pillows, bumper pads, blankets, or loose bedding shall be allowed in the sleeping area with the infant.No co-sleeping shall be allowed.Sleeping infants shall be actively observed by sight and sound.If an alternate sleeping position is needed, a signed physician or physician assistant authorization with statement of medical reason is required.
There were thirteen children and six staff present. Two children were sleeping in bouncy seats. I told the staff the children can't sleep in the bouncy seats and they needed to move the children to a crib. It didn't appear as though the staff knew that children can only sleep in their cribs. Please train staff on safe sleep requirements - children must be moved to their crib when they fall asleep in bouncy seats, swings etc.

Please send me an email by Tuesday March 5, 2024 letting me know how the items listed above have been corrected.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for 6-1-2024 to 6-1-2026.

Diana, you are a strong and confident director and I realize your center had obstacles during the last year that took time away from administrative duties. I know you will make the corrections to the noncompliance areas.
I am recommending that you have an on-site supervisor or assistant to help with administrative duties as you are the director of two sites and the duties are very time consuming.

Please send me an email by Tuesday March 5, 2024 letting me know how the noncompliance items have been corrected.

A referral is being made to Child Care Resource and Referral for consultation and training on lesson plans/activities, safe sleep requirements - children can't sleep in bouncy seat, swings etc. and must be moved to their crib when they fall asleep, sanitizing procedure - bleach/water mixing instructions, health and safety hazards - removing push pins/tacks, staff files - missing information and organization, child files - updates required, etc.

*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.