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

Name of Center: St Paul's Lutheran Early Childhood Center **Enrollment:** 37 **License ID No. (Reapplications)** 3453

Street: 1500 N 16th St **City:** Council Bluffs Iowa **Zip** 51501 **County:** Pottawattamie

Mailing Address: 1500 N 16th St, Council Bluffs, IA, 51501

Director's Name: Rebecca Heinicke **Phone Number:** 712-322-3294

On-Site Supervisor(s): **E-Mail:** Director.stpauls@gmail.com

Date(s) of Visit: 10-01-2024

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: 09-12-2023

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 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	8	35	52	30	125
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2024 to 09-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Kathy DeGeorge-Evans **Date:** 11-04-2024

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 St. Paul's Lutheran Early Childhood Center on 10-1-2024. The center is a large one story brick building located in a business/residential area. Rebecca Heinicke is the director, she came to the center in March 2022. Glenda Hedlund is the new administrative assistance. Preschool and child care services are offered to infants to preschool age from 6:30 am to 5:30 pm Monday through Friday. The mission is "St. Paul's Lutheran Early Childhood Center is committed to excellence by providing a Christ-centered learning environment for children and families". There are 37 children enrolled in the center.
I met Rebecca and Heidi during my visit.

Observation of rooms:
There are five program rooms, all rooms looked great and were in ratio. Each room has a fun variety of age and developmentally appropriate toys and equipment. There is also a large commons area/chapel area that is used for many activities. The children were having fun participating in a variety of activities. Staff had excellent interactions with the children, they are very creative, positive and attentive to the needs of the children.
The infant daily sheets looked good, they are on the Brightwheel child care app. The Pre K room planted a garden.
The lead teacher in each program room prepares the weekly themed lesson/activity plans. Make sure lesson plans/activities have detailed information that shows what the children are doing all day, the three year old room needed current lesson plans/activities. Creative Curriculum, early learning standards, Handwriting Without Tears Curriculums and First Steps In Music are used. The center has excellent resources and equipment for staff to use.
Some program rooms have been moved, including the infant room. You will need to contact the fire marshal to make sure the rooms are approved for the specific ages. The infant and toddler rooms are using a portable sink, Portable sinks aren't recommended due to not being able to follow manufacturer instructions, bacteria with the water tanks, etc. Please talk with your child care nurse consultant.
*** This information was previously noted in licensing evaluations. The center has portable sinks in two rooms, these aren't recommended due to health hazards with bacteria in the tanks, you need to follow the manufacturer instructions regarding proper cleaning and water usage for washing hands. The tanks are very heavy for staff. I am recommending that you look at other alternatives for hand washing i.e. have plumbed sinks installed in the rooms.
A staff persons purse was accessible to children in pre K room, this is a health and safety hazard. Make sure staff place their person belongings and purses somewhere that isn't accessible to the children. Please remove the push pins/tacks from the toddler 2 room and any other program room, bulletin boards etc. in center as they are considered a health and safety hazard as children could swallow them.

Nutrition:
The children bring their own lunch each day. New in the last year each program room has their own refrigerator. Please make sure each refrigerator and freezer needs a thermometer - the toddler 2 room needs a thermometer in the refrigerator. The center provides the daily snack - make sure the snacks follow the CACFP food guidelines (Even if you aren't on the federal food program you still need to comply with the CACFP food guidelines).

Health and safety:

Monthly fire and tornado drills are practiced and documented. The center follows medication management procedures when a child is prescribed medication. Radon testing was done in two rooms in July 2022, the scores were under 4.0 pCi/L. Radon testing is needed in all program rooms. Please refer to your handbook for information on radon testing as the rules have been updated and the frequency of radon testing has changed. The center has all electric appliances. The center uses Oxivir Tb for disinfecting. Please consultant t with your child care nurse consultant on products to use for sanitizing. Please use the three step bottle procedure for sanitizing and disinfecting. 1. Soap/water for cleaning, 2. Water for rinsing and 3. Your EPA and child care approved product for sanitizing and disinfecting. Rooms with diaper changing should have two sets of bottles, one set for sanitizing and one set for disinfecting.
The annual fuel burning inspection was completed in August 2024.

Playground:
There is large playground area that is fenced. They have two playground structures and have rubber mulch surfacing. Monthly playground inspections weren't completed for August and September, please make sure you are completing monthly playground safety checks. If the playground isn't being used during certain months (i.e. winter months) you can state that on the monthly inspection form.

Transportation:
The center doesn't provide daily transportation services. Some field trips are taken and a bus is hired.

Administrative records:
Children's files were read and were incomplete, many files needed a current annual physical and one needed emergency medical contact information for the dentist. Please review all child files and have them updated with the required DHHS information. Files need to be updated annually and more often if changes occur.
Staff files were read, one file was in need of the complete record check process. The record check directions were emailed to Rebecca on 11-1-2024. Rebecca reported they are completing the record check process and will let me know the results when she gets them back.
Rebecca has monthly staff meetings and maintains regular contact with staff.
The center is considering participating in the IQ4K program.
Each program room provides a monthly newsletter to the parents in their room.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Rebecca is very proud of the center, she was very helpful during my visit. Glenda Hedlund is the new administrative assistant, she is working hard to learn the DHHS licensing rules.
Your center is a wonderful resource for the community.
The program rooms look great. Staff had excellent interactions with the children, they are creative, positive and attentive to the needs of the children.
The board is very supportive.
The center has been using the Brightwheel child care app for one year.
The center has received grants for equipment, supplies etc.
All program rooms have their own refrigerator.
This was the first year the center held the October Fun Fest fundraiser, Rebecca said the event was a success and a lot of fun.

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

109.9(1)b: All files contain:A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information.Copies of the results of Iowa records checks conducted.Copies of national criminal history check results.Any Department-issued documents sent to the center related to records check.
Staff files were read, one file was in need of the complete record check process. Rebecca reported they are completing the record check process and will let me know the results when she gets them back.

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.
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.
Children's files were read and were incomplete, many files needed a current annual physical and one needed emergency medical contact information for the dentist. Please review all child files and have them updated with the required DHHS information. Files need to be updated annually and more often if changes occur.

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.
A staff persons purse was accessible to children in pre K room, this is a health and safety hazard. Make sure staff place their person belongings and purses somewhere that isn't accessible to the children. Please remove the push pins/tacks from the toddler 2 room and any other program room, bulletin boards etc. in center as they are considered a health and safety hazard as children could swallow 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.
Make sure lesson plans/activities have detailed information that shows what the children are doing all day, the three year old room needed current lesson plans/activities.

Please make the corrections to the items listed above immediately.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for 9-1-2024 to 9-1-2026.

The infant and toddler rooms are using a portable sink, Portable sinks aren't recommended due to not being able to follow manufacturer instructions, bacteria with the water tanks, etc. Please talk with your child care nurse consultant.
*** This information was previously noted in licensing evaluations. The center has portable sinks in two rooms, these aren't recommended due to health hazards with bacteria in the tanks, you need to follow the manufacturer instructions regarding proper cleaning and water usage for washing hands. The tanks are very heavy for staff. I am recommending that you look at other alternatives for hand washing i.e. have plumbed sinks installed in the rooms.

*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.