

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

Name of Center: West Branch Community ELC-Kids Club **Enrollment:** 45 **License ID No. (Reapplications)** 21214

Street: 128 Oliphant St **City:** West Branch **Iowa** **Zip** 52358 **County:** Cedar

Mailing Address: 400 W Orange St, West Branch, IA, 52358

Director's Name: Kaylee Wehmeyer **Phone Number:** 319-643-7447

On-Site Supervisor(s): N/A **E-Mail:** director@westbranchearlylearningcenter.com

Date(s) of Visit: 07-26-2022

Licensing Visit X **Unannounced Visit** X **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:** 08-09-2019

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

Date Inspected: 07-20-2020

Comments : Does Comply.

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: Profit X Non-Profit NA

Accreditation: Accredited NAEYC NSACA Other X NA

Program Serves: Infants (0-23 mo.) 2 Years Preschool-Age X School-Age

 Get-Well Evening Care Special Needs

SCHEDULE: X Year-round School-Year Summer Only

HOURS:	<u>Year-round</u>		<u>School-Year</u>	<u>Summer Only</u>	
LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General				60	60
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	FULL license from 03-01-2021 to 03-01-2023
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Brown

Date: 07-26-2022

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Administrative Change:

The center increased its capacity from 45 to 60 children.

I arrived at West Branch BASP on 7/26/2022 for an annual visit. The center is non profit. The center provides childcare for school aged children. The center has 45 children enrolled. The center is open Monday-Friday from 7:00am to 6:00pm.

The center is located inside of Hoover Elementary School. The center uses the gym, storage space and kitchen area. The center's fire inspection was completed on 7/20/2020.

The director is Kaylee Wehmeyer. Kaylee has a Bachelor's Degree in Apparel Merchandising. She started in 9/2015.

The center's curriculum is teacher created.

The center does take field trips to the ice cream store, park and pool.

All program space was observed. The areas observed included: classroom safety/activities, nutritional practices, health and safety practices, playground observations, field trip/transportation practices, and file/policies/notebook review.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

- The center is increasing their capacity so they can provide child care to more children/families.
- The center accepts Child Care Assistance.
- The center offers before/after school care and summer programming.
- The director has been with the center since 2015.
- The children and staff were actively engaged with tie-dying shirts.

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

109.7(1): All staff(within first 3 months of employment)Two hours of approved training FOR the mandatory reporting of child abuse. At least one hour of training regarding universal precautions and infectious disease control. Certification in American Red Cross, American Heart Association, American Safety and Health institute or MEDIC First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) OR equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained .Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and Health Institute or MEDIC First Aid or an

equivalent certification approved by the department. A valid certificate indicating the date of training and expiration date shall be maintained. Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.

-14/21 staff did not have First Aid or CPR.

-17/21 staff did not have Universal Precautions.

-14/21 staff did not have Mandatory Reporter.

-13/21 staff did not have Essentials

109.8(2)c: Every child-occupied program room has adult supervision in the room.

-A child was in the gym by himself getting a drink. The staff and remainder of the children were outside. Adult supervision must be in the same room as the child.

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.

-5/21 staff did not have Iowa SING checks.

-17/21 staff did not have National FBI checks.

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.

-9/21 staff did not have physical

109.10(1)b: School-age (for children five years and older and enrolled in school): Annual statement of health status signed by parent is submitted prior to admission, certifies that the child is free of communicable disease, and lists allergies, medications and acute/chronic conditions.

-5/5 files reviewed did not have a school aged health statement.

109.10(3)a: All medications shall be stored in original containers with physician or pharmacist directions.

-An epipen was not in its original container (box with pharmacists direction) and was expired.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.

-Fire and tornado drills were not documented in 2022. The center is encouraged to use this form for documentation:

https://iowaccrr.org/resources/files/BGP/170%20EmergencyDrill_204.pdf

V. SPECIAL NOTES/RECOMMENDATIONS:

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to correct the items listed in Section IV. The director gave me a verbal commitment that the noted rule violations would be promptly corrected. It is important to note, all DHS licensing standards and procedures must be maintained during the renewal period.

The following agencies are available to provide consultation, support, and educational opportunities:

CACFP: <https://educateiowa.gov/pk-12/nutrition-programs/child-and-adult-care-food-program>

Child Care Resource and Referral: https://iowaccrr.org/staff/region_5/

Early Childhood Iowa: <https://earlychildhood.iowa.gov/>

First Children's Finance: <https://www.firstchildrensfinance.org/>

Healthy Child Care Nurse Consultants: <https://idph.iowa.gov/hcci/consultants>

Iowa AEYC: <http://www.iowaaeyc.org/>

Iowa After School Alliance: <https://www.iowaafterschoolalliance.org/>

Iowa State University: <https://www.extension.iastate.edu/humansciences/early-childhood>

4c's of Johnson County: <https://www.iowa4cs.com/>

*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.

