Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE CENTER ANNUAL EVALUATION

Name of Center: Ann W Wickman Child Development Center

Provider No.: 32373

Address: 703 Linn Street, Atlantic, IA, 50022

County: Cass

Director's Name: Dianna Williams

On-Site Supervisor:

Phone Number: 7122432553

E-Mail: dwilliams@wickmandaycare.com

HHS Visit Date: 08/19/2025

Licensing Period: 06/01/2024 to 06/01/2026

Fire Inspection:

Date Inspected: 06/20/2025

Comments:

Report Visit Type:

- [ ] PTO
- [ ] Licensing Visit
- [ ] Drop In
- [ ] Administrative Change

License Type:

- [X] Full
- [ ] Provisional

Quality initiative:

Quality Rating: 1

- [ ] Accrediation

Program Duration:

- [X] Year-Round
- [ ] School Year
- [ ] Summer Only

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Program Population Served:

- [X] Infant(0-<24 Months)
- [X] Toddler
- [X] PreSchool
- [ ] School Age
- [ ] All Ages

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Aged	Capacity
General	48	14	18		80
Summer					0

1. Basic Overview

An unannounced licensing visit was made to Ann W. Wickman Child Development Center on 8/19/25. The center opened on 6/28/10. Child care services are offered for infants to preschool age children from 5:30 AM to 6:00 PM Monday through Friday. The facility is locked and each parent has their own keycode to get into the building. There are 71 children enrolled in the center. 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 Dianna Williams on the day of my licensing visit.

Observation of rooms: There are six program rooms. All program rooms were observed and were in ratio. Staff were positive and attentive to the needs of the children. They set a timer when an infant is in a bouncer. They never exceed 15 minutes. The daily sheets looked good. There was a safe sleep posting in the room. Most of the rooms were napping. All of the cribs and cots had sheets which are washed weekly. One of the rooms was too dark. Staff turned a lamp on which made the children observable. Center shall ensure that sufficient lighting is provided. Staff should be able to see children’s faces and chests so they can see they are breathing.

Nutrition: The center provides breakfast and snacks and Company Kitchen delivers lunch each day. The center participates in the federal food program. There was an open bag of food. Please seal your food after opening. Menus were posted. Thermometers were placed in the refrigerator and freezer.

Health and Safety: Radon testing was done on 2/19/24 and was 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. Toys are sanitized twice a day. Dianna reported that all appliances are electric. They have a carbon monoxide detector. The restrooms had handwashing procedures posted. Diapering procedures were posted. They had a first aid kit that was marked.

Playground: The center has a fabulous playground which offers outdoor classroom/nature activities and flowers/plants. They have outside curriculum called Nature Explore Playground. They have gardens although they need tended to. Monthly playground inspections were documented. Rubber surfacing is used.

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. Two files were read and both were missing items. Please

review all child files and have them updated with the required information immediately. Two staff files were read and one was incomplete. One file was missing their physical. Please review all staff files and have them updated with the required information immediately. Staff meetings are held on a regular basis and Dianna 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.

2. Identify Observed Strengths of the program

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 playground is a great asset to the children and the center. 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 and working on level 2. The center participates in fundraising and has received grants for equipment and supplies.

3. Identify the aspects that fall below the standard

REPEAT VIOLATION 109.9(1)b: 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. One file did not have a physical within the last three years.

REPEAT VIOLATION 109.9(2)d: 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. Two children's files were read and neither had permission to secure emergency care in case of an accident or illness for health or dental. Doctor's and dentist's names and contact information must be provided in each child's file.

109.11(3) Indoor facility requirements and implementation
The center shall ensure that:
(2) The facility has sufficient: Lighting. All areas of the facility should have natural and/or artificial lighting that provides adequate illumination and comfort for facility activities. During rest time, adequate lighting must be maintained for staff to effectively supervise children. One of the rooms was too dark and it was not possible to see the children while napping. Staff must be able to see the children's faces and chests to make sure they are breathing.

109.13(5)b: Sanitary and safe methods in food preparation, serving, and storage sufficient to prevent transmission of disease, infestation, and spoilage are followed. Staff preparing food that have injuries on hands wear protective gloves. Staff serving food use clean serving utensils and have clean hands/wear protective gloves. There was an open container of food. Please seal all food after opening.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

5. Special Notes/Recommendations

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

Administrative Change - total capacity is 80.

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 contact Child Care Resource and Referral if you need assistance with getting both staff and children's files in order.

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Please email me by 9/19/25 to explain what changes were made and how you are in compliance.

Date: 08/29/2025

HHS Licensing Consultant: Tausha Bottorff

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Care License. Please take steps necessary to completely address each of the violations noted above.

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at **https://iowaccrr.org**.