

RECOMMENDATION FOR LICENSE:	
X	FULL license from 04-01-2018 to 04-01-2020
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCACTION of license

Licensing Consultant: Becky Frost

Date: 12-19-2018

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 03/01/18 I made an unannounced licensing visit to Riceville Community Daycare Inc. I met with Sandy Sullivan, the director. Ms. Sullivan became the director in August 2015. She has an AA in early childhood education and an AS in computer applications/business. She has experience as a preschool teacher and was also a center director in Elma and Lime Springs. Ms. Sullivan has obtained her National Administrator Credential (NAC). When Ms. Sullivan is not present Jessica DeVries is in charge. The center has five employees, including Ms. Sullivan.

Riceville Community Daycare Inc. was an existing center that opened on 09/04/12, but they moved to a new location on 12/30/13. The program is located in the Riceville Community School. The center operates Monday through Friday and serves children ages six weeks through twelve-years-old. The preschool class meets four days each week from 8:30-11:00 am. There are currently 50 children enrolled.

The program operates out of three rooms; infants, toddlers and preschool/school-age. An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet, numbers and colors. There is an area for circle time.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, writing, science, math, playdough, woodworking, computer, sensory, 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. The materials are located at child level so they were easily accessible to the children.

The program has use of two bathrooms across from the four and five-year-old room. The girls' bathroom has four sinks and five toilets. The boys' bathroom has three sinks, three toilets and three urinals. Handwashing procedures must be posted in both locations.

In the toddler room there are blankets that were hanging over the cots. The bedding of one child cannot touch the bedding of another child for sanitary reasons. In the infant room one of the highchairs was missing safety straps. The highchair should not be used until the safety straps are replaced. Monitor the temperature of the thermometer in the refrigerator in the infant room. It should be forty degrees and below.

A variety of resources are used to develop lesson plans. Activities are based on weekly themes. Themes may last longer if there is a strong interest by the children. Lesson plans were available for review.

There was a phone with emergency numbers in the classrooms. Emergency fire and tornado procedures were posted by all the main program and outdoor exits. Daily schedules were posted.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in March 2017 and is good for two years. Results were within EPA guidelines. The annual

fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and located in each room near the sinks. Outlets were protected. The fire marshal inspection occurred on 03/14/17.

Staff and children files were reviewed at the time of the licensing visit. I reviewed eight children files. There were two outdated physicals and one invalid immunization certificate because it was not on the mandated Iowa Department of Health certificate.

I reviewed four staff files. One employee had an outdated SING check, which has now been corrected. She has also had an outdated physical and has not completed Essentials training.

I also reviewed program handbooks. Please update your professional development policy to reflect the mandated changes that occurred as of October 1, 2016. The program must complete more thorough Emergency Preparedness plans. Please review the format on the Child Care Resource and Referral website and ask for assistance if necessary.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Ms. Sullivan states the center's collaboration with the school is beneficial for everyone. It is convenient for parents to not have to worry about transportation for their children to child care.

Ms. Sullivan states they are having a difficult time finding staff members to hire, but the staff members they have are wonderful. She states the staff members are caring and work well together.

Ms. Sullivan states the staff members are committed to providing quality daycare.

Ms. Sullivan became the director in August 2015. She has an AA in early childhood education and an AS in computer applications/business. She has experience as a preschool teacher and was also a center director in Elma and Lime Springs. Ms. Sullivan has obtained her National Administrator Credential (NAC). Jessica DeVries, the preschool teacher, has a BA in elementary education and is also NAC certified. She was previously a director in Lime Springs.

The program has a Quality Rating System (QRS) level of 4 that expires January 1, 2020.

The program works with Keystone AEA to provide services to children with identified needs.

The program works closely with Child Care Resource and Referral (CCR&R) to insure they are providing a safe and nurturing environment for the children.

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(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.

Number invalid: 1

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, or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.

Number not in compliance: 2

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.

109.15(5)a: Sufficient refrigeration is provided appropriate to perishable food.

Additional concerns: Monitor the temperature of the thermometer in the refrigerator in the infant room. It should be forty degrees and below.

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 me (phone 319-292-2429; email rfrost@dhs.state.ia.us so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

*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.

An administrative change is being made to name Kacie Koenigs as the new director of the program. Her start date will be January 7, 2019. Sandy Sullivan's last day will be 12/21/18. Sandy does plan to come back and help train Kacie. The school has provide the child care program an additional room. The room will serve either preschool or school-age children. The capacity for the new room is 22 children. The new capacity for the program will be 82 children.

*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.