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

**Name of Center:** Southeast Webster Daycare **Enrollment:** 67 **License ID No. (Reapplications)** 17940

**Street:** 104 2nd ST NW **City:** Dayton Iowa **Zip** 50530 **County:** Webster

**Mailing Address:** 104 2nd ST NW, Dayton, IA, 50530

**Director's Name:** Sara Stevens **Phone Number:** 515-547-2200

**On-Site Supervisor(s):** **E-Mail:** sstevens@svjags.org

**Date(s) of Visit:** 06-03-2020

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

## LICENSING VISITS

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

**Signed Application (470-0722) Received** X **Yes** **No** **NA** **Date Signed:** 05-13-2020

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

**Date Inspected:** 08-08-2018

**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 | 25 | | 45 | 27 | 97 |
| Summer | | | | | 0 |

**QRS Rating:** N/A

| RECOMMENDATION FOR LICENSE: | |
|---|---|
| X | **FULL** license from 06-01-2020 to 06-01-2022 |
| | **PROVISIONAL** license from |
| | **DENIAL** of initial application |
| | **SUSPENSION** of license |
| | **REVOCATION** of license |

**Licensing Consultant:** Raymond Salsbury **Date:** 06-04-2020

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

**II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:**

An unannounced annual visit was made to the Southeast Webster Daycare on 06-03-20 where I met with center director Sara Stevens. Sara has been the director of this program since 2012 and has obtained her CDA. The program is located in a wing of the Dayton Elementary school which completed construction in 2016. The program is overseen by the school district and operated as a non-profit center. The program serves infants through school age children year round. There are currently 67 children enrolled in the program served by 10 staff. All areas of the program subject to licensing standards were reviewed during this visit.

The overall design and layout of each room remains the same as in prior visits. Each room was observed to be in good condition with no issues related to maintenance. Each room has direct secondary egress from the classroom and large windows provide ample natural lighting. The windows in two of the classrooms are fitted with steel storm shutters and serve as tornado shelters. Each room has toilets and sinks directly accessible from the classroom. Each room has a good variety of activity centers that are arranged so that they provide the children with ample room to move and play and which do not create any blind areas.

The toys and materials were in good repair and appropriate to the ages of the children present. It was noted that the infant room did have plush toys that were present and accessible to the children. It was pointed out that temporary restrictions in response to the current Coronavirus pandemic include that these be removed, laundered, and held in storage until such time that the temporary emergency proclamations are rescinded. The classroom teacher stated she would remove them immediately. A copy of the daily schedule and curriculum was not posted in any of the classrooms though it is noted that the center had been closed for an extended period of time during quarantine recommendations and had only resumed operation two days prior. While it is understood that the disruption to service would have contributed to this the center will need to re-establish and post these in all classrooms. Good interactions were observed with the staff in each classroom being engaged with the children in learning activities and attending to their needs.

Good health and safety practices were generally observed. Crib sheets in several of the cribs were observed to be too large and need to be replaced with sheets that fit snugly. Good hand washing practiced were generally observed with the staff not only ensuring the children washed their hands before meals but that they did so in an effective manner. Despite this there were also situations in which a couple children were observed to sit on the floor, or put on shoes before they sat down to eat without re-washing their hands. The center has implemented other temporary health and safety practices such as limiting visitor access, checking temperatures at the door, and enhanced cleaning. The center does need to review practice related to medication storage. In two classrooms the cabinets where the medications and first aid kits were stored were observed to be accessible to the children and the safety latches used to secure them were missing or did not engage. In addition several of the medications were observed to be expired with some that were out of date by more than a year. Medications that are expired or have exceeded their prescription dates should be returned to the family or otherwise properly disposed of.

Meals are prepared by the school cafeteria when the school is in operation and prepared by the daycare staff in the school kitchen during the summer and days school is closed. Meals are served in the classroom. A limited supply of food items are kept in the classroom and good food storage practices were observed. Good handling practices were observed with the

center having changed to a pre-portioned service as a means to reduce the risk of disease transmission with family style service. While the teachers did not eat with the children they did provide supervision at the tables.

The playground space used by the center is located in an interior courtyard bordered by the building on 3 sides and fenced on the forth. Climbing structures and other equipment have been installed with foam tiles used for fall surfacing. There is also a grassy play area, and paved area where the children can play. Several semi mature trees and the climbing structure provide shade. It was noted that there are several air conditioning units with the electrical shutoff switches located in the playground area. While they were in good repair and all safety covers were in place it is recommended that these be fenced to limit access.

All required notices were posted in an area readily accessible and visible to all parents and visitors. In reviewing child and staff files the center does maintain a self-audit system which was found to be accurate. The self-audit identified that the center is missing elements from both child and staff files including physicals, background checks, and training. It is understood that quarantine requirements resulted in many medical offices discontinuing annual health screenings, training entities discontinuing face-to-face training, and other entities to suspend services. The center is aware of the information needed for each individual and will need to ensure that as soon as services are again available that the information is obtained. In reviewing inspection logs the program does not have documentation of Radon Testing. While the program is located in a school building which would be exempt radon testing is still required because the program serves provides full daycare programming including services to children that are younger than school age. The center also did not log fire and tornado drills for the months of September through November of 2019. As a reminder these drills must be conducted and logged monthly and may count those drills conducted by the school. If drills are not logged it is assumed that they were not completed. The center handbooks have been previously reviewed and found to contain all required written policies.

**III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:**

Sara stated that the center has dealt with significant disruptions over the last year with staff turn over during the fall, and the Coronavirus pandemic this spring. Sara identified that she has group of staff that have been very stable, supportive, and done an amazing job of providing care and responding to the uncertainty.

**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.
-- Several records were missing several elements. (NOTE: It is understood that quarantine restrictions disrupted service provision for many providers limiting the ability of the center and individuals to obtain updated information and the center will seek to ensure the information is updated as soon as possible)

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.
-- Several records were missing several elements. (NOTE: It is understood that quarantine restrictions disrupted service provision for many providers limiting the ability of the center and individuals to obtain updated information and the center will seek to ensure the information is updated as soon as possible)

109.10(3): The center shall have written procedures for dispensing, storage, and authorization, and recording of all prescription and non-prescription medications.
-- Medications were not stored in cabinets or areas that were were secure or inaccessible to children. Medications that have expired or exceeded the prescribed period of administration shall be returned to the family/individual to whom it belongs or otherwise properly disposed of.

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.
-- Documentation not found for Sept thru November 2019. Drills must be conducted and logged for each month.

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.
-- Documentation of testing was not found on the day of my visit.

**V. SPECIAL NOTES/RECOMMENDATIONS:**

A full license is recommended at this time. Please provide a written response to the licensing consultant identifying a plan of action to correct and maintain those aspects cited as not meeting licensing standards and identifying an anticipated date of compliance. At least one visit will be made to the center during the next year.

*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.