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

Name of Center: North Scott Child Care-White **Enrollment:** 47 **License ID No. (Reapplications)** 21118

Street: 121 S 5th St **City:** Eldridge Iowa **Zip** 52748 **County:** Scott

Mailing Address: 500 Lost Grove RD, Princeton, IA, 52768

Director's Name: Theresa Tobin **Phone Number:** 563-285-4450

On-Site Supervisor(s): Karlee Ambrosy **E-Mail:** theresa.tobin@north-scott.k12.ia.us

Date(s) of Visit: 01-13-2023

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

LICENSING VISITS

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

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

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

Date Inspected: 01-26-2021

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: Infants (0-23 mo.) 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			30	30	60
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
	FULL license from
X	**PROVISIONAL** license from 01-13-2023 to 04-01-2024
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 02-16-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced licensing visit was completed at this center on 1/13/23. Theresa Tobin is the center director for all of the North Scott Child Care sites. Theresa was not present on site for this visit. At the time of the visit, the on site supervisor for the program was Karlee Ambrosy. Karlee was also not present at the time of the visit. Three staff were present. This program operates from the Ed White Elementary School building which is part of the North Scott School District. On school days, the children attending are from this school or are bused to/from the Glenn Elementary School and/or the Grissom Elementary School buildings. Staff stated currently only children from this school are attending the program. The program operates year round with before and after school care on school days and all day care on non-school days, including summer. The center does provide summer care for some children who are still four years old who have finished pre-k but are not yet enrolled in school for the fall. On non school days any child may attend.

The center uses the older school gymnasium as the license space for child care. The center uses some storage space in a storage area adjacent to the gym including a refrigerator that is used by the center. The center pulls several tables out to place in the gym for the program use each day. The restroom area used by the program is across the hall from the gymnasium or a single restroom area that is located in the vestibule area just outside of the gym doors. There hallway restroom areas are separate for boys and girls. All program space was observed.

The staff state they have to use the new gymnasium occasionally. The center director states that one of the two gyms is always available to the program. The center would need to be certain this area meets licensing requirements prior to use each time.

The center provides and serves breakfast and snack to the children on school days. Breakfast and morning and afternoon snacks are provided and served by the center on non-school days. Food items are brought to the center from the Grissom site. The children are typically required to bring lunch from home on non-school days though parents did have the option of a school district provided lunch during the past two years. At this time, the center director is not certain whether this will continue. The center does provide and serve milk for lunch on non-school days.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

This program continues to provide a need service to the families of the school district. There were plenty of materials to meet program needs. Staff did a good job of setting materials out at the tables for children to engage in activities.

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

STAFF FILES:
109.6(2): Director or on-site supervisor on-site during the hours of operation or a minimum of eight hours of center's hours of operation.
Information on on-site supervisor's qualifications is submitted to the consultant prior to employment and is sufficient to

make a determination.
On-site supervisor meets qualifications or is “qualifiable” with a plan established to meet qualifications.
1. On site supervisor currently not qualified because of lack of annual training hours.

109.6(6)c: Center repeats Iowa record checks at a minimum of every two years or when aware of additional child abuse or criminal history that occurs.
_1_ staff file Iowa record check was due 12/2021 and was not completed until 5/2022.

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.
1. _3_ staff files reviewed did not have first aid, cpr, or all essentials training modules completed.

109.7(8): The Director, On-site supervisor, and any person designated a lead in the absence of supervisory staff shall have all completed all pre-service orientation training outlined in 109.7(1).
1. On the day of the visit, the on site supervisor was not present. None of the staff present were fully qualified staff in that none were first aid and cpr certified nor did any of them have all of the other required trainings completed.

***It is noted that staff files and other required licensing documentation were not at all organized, and it was difficult even to find items in disarray on the desk area. Concerns with staff file compliance and organization have been noted and cited previously. It is also unclear what method of tracking, if any, is being used to track staff file requirements for compliance.

109.10(3): Medications.
1. Medication authorizations missing specific beginning and ending dates for the period of authorization.
2. Medication present without a current completed authorization.
3. Over the counter medication not marked with child (or staff) name, and if child's medication, no authorization present.

109.10(9): First aid kit: The center shall ensure that a clearly labeled first aid kit that is sufficient to address minor injury or trauma is available and accessible to staff at all times when children are: In the center. In the outdoor play area. On field trips.
1. First aid kit was missing cold packs. Cold packs were found in another separate location but need to be part of the complete first aid kit.

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.
1. Tornado drills were not documented for 8/2022 through 10/2022.
2. Fire drills were not documented for 9/2022 through 10/2022.
3. Drill records that are present appear to be inaccurate. Staff present stated they had never participated in a fire or tornado drill since starting at the center even though some were documented during the time these staff worked at the center. A fire drill was already documented for 1/27/23 (date in the future). A tornado drill was already documented for 1/13/23 (the same day of this licensing visit) even though the on site supervisor was not even present on this day and no tornado drill took place.

109.10(16)a: The center and supervisor shall ensure that staff knows names and number of children assigned. Staff shall provide careful supervision.
1. Staff present stated they did not know where the pick up permission forms for the children are located.
2. Staff state they allow children, one at a time, to leave the program area unsupervised to use the restroom.
3. Staff were not sure of how many or which children they were responsible for when taking groups of children to use the restroom area and then back to the program room.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. 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.
1. Storage area "garage door" needs to be closed and remain closed at all times during the program operation. There are items in this area that should not be accessible to the children including electrical boxes.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.

1. Playground inspection records could not be located.

109.11(5): Telephone: Working non-pay phone with posting adjacent for emergency numbers for police, fire, and poison control center. Center street address and phone included in posting. List of emergency numbers for children kept near phone.
1. Staff stated they did not know how to use the center phone to make a call out. The staff stated typically the on site supervisor uses her own cell phone, but she was not present at the time of the visit. Staff also stated that typically parents call the on site supervisor's cell phone to reach the program, so parents also would not have a way to call the center without the on site supervisor present.

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.
1. No current activity plan posted or available.

109.15(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.
1. Staff state they are not measuring the bleach for the bleach/water mixture used for sanitizing surfaces for food service activities. Staff state they are using "about a half a cap of bleach and about half of a spray bottle of water".
2. Pitchers and paper towels, and possibly other items used for food service activities observed piled on top of the refrigerator with other miscellaneous items. Food service items shall be stored in a separate and sanitary fashion.

109.15(5)c: Sanitary methods are used for dishwashing sufficient to prevent transmission of disease.
1. Staff stated to wash pitchers they are currently rinsing them out in the bathroom sinks. These items need to go through a dish washing machine or the dish washing process after each use.

V. SPECIAL NOTES/RECOMMENDATIONS:

1. Menu needs to be posted where visible to parents.
2. Hand washing procedure posting is needed the hand washing sink in the single restroom area used by the program.
3. Ensure children's items are placed in their bags and are not scattered on the floor. Concerns with the storage of children's personal items has been noted several times.
4. Remove labels/stickers from dishes/pitchers so that these items can be properly cleaned and sanitized through the dish washing process.
5. Ensure all open food items are stored in a clean sealed container or ziploc and dated for freshness. A couple of ziploc bags were observed not to be dated.

Due to the nature and number of violations as well as concerns of repeat violations, the center is placed on a provisional license. After the previous licensing visit it was determined that the staff at this site needed more training (including the on site supervisor), and direct oversight by the center director was necessary. A CCRR referral was made for further assistance at that time. The center is again being referred to work with CCRR in a formal capacity. The center is directed to correct the items cited and the items noted of concern above in this section of the report and to submit a written corrective action plan, using the template provided (sent by email to the center director), to the licensing consultant as to how and when those corrections are/will be completed. This plan should be submitted to the licensing consultant for review within 10 days of the receipt of this report. Immediate attention is necessary to remedy licensing concerns in order to avoid further negative action on the license and the ability of the center to continue to operate.

APPROVAL FOR A PROVISIONAL LICENSE
The Department may issue a provisional license at time of new application or renewal when the center does not meet all licensing laws and rules. In some instances, the child care consultant may request a corrective action plan, including timelines.

A provisional license may be in effect for up to one year. A provisional license may be renewed when a written plan to bring the center into compliance with the standard, giving specific dates for completion of work, are submitted to and approved by the Department. A center cannot receive a provisional license for more than two years in a row for being out of compliance with the same licensing standards. When the center submits documentation or it can otherwise be verified that the center complies with the licensing regulations or standards, the license will be upgraded from a provisional to a full license status. In addition, if a center is issued a license indicating it is fully in compliance with licensing requirements, but at a later date within the license period fails to be in compliance, the Department may reduce a license to a provisional status. Upon correction of the deficiencies and approval by the child care consultant, the provisional license may be upgraded to a full license.

*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.