

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

Name of Center: Boyer Valley Campus Care-Dow City **Enrollment:** 30 **License ID No. (Reapplications)** 42916

Street: 212 S School ST **City:** Dow City Iowa **Zip:** 51528 **County:** Crawford

Mailing Address: 1102 Iowa AVE, Dunlap, IA, 51529

Director's Name: Sarah Eneboe **Phone Number:** 712-674-3826

On-Site Supervisor(s): **E-Mail:** seneboe@boyer-valley.k12.ia.us

Date(s) of Visit: 11-28-2018

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

LICENSING VISITS

New Application **Re-Application** X 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: 12-13-2018

Comments :

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

Financial Type: Profit X Non-Profit NA

Accreditation: 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 X Special Needs

SCHEDULE: X Year-round School-Year Summer Only

HOURS:	<u>Year-round</u>	<u>School-Year</u>	<u>Summer Only</u>
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LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General	4	10	10	11	35
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	FULL license from 08-01-2017 to 08-01-2019
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCACTION of license

Licensing Consultant: Kathy DeGeorge-Evans

Date: 12-26-2018

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off year licensing visit was made to Boyer Valley Schools Campus Care - Dow City on 11-28-2018. I met with the director Sarah Eneboe. The center is located in the Boyer Valley Community School. The program provides child care to children who are six weeks to school age. The hours of operation are 6:00 am to 6:00 pm Monday through Friday. Full day child care is offered to infant age children to preschool and before and after school programming. Sarah Eneboe is the director. Sarah came in November 2016. Sarah has a Bachelor's Degree in Non Profit Management, specializing in Education. Sarah is also the director of Campus Care in Dunlap. Sarah was a para/associate for the preschool program in the school. There are thirty children enrolled in the program. Sarah is usually in Dow City in the morning and Dunlap in the afternoon.

Observation of room:

There were twelve children and three staff present.
 In infant room has a separate area of the room, free from intrusion from the older children.
 The program room looked nice and there was a fun variety of age and developmentally appropriate toys and equipment. the staff had good interactions with the children.
 The center has received grants and have purchased arts and craft materials, equipment for their science center and a new rug.
 Staff need training with lesson plan/activity development.

Nutrition:

The program provides breakfast, lunch and snacks. The school provides the lunch.

Health and safety:

You are in need of current radon testing, the center will be ordering a radon test kit. Please email me your radon test date and score.
 Monthly fire/tornado drills were practiced and documented.
 The center follows medication management procedures, and they have a medication log. The center has worked with parent on various medical needs/training of children.

Playground:

The center uses the school playground.
 You need to practice and document monthly playground inspections.

Transportation:

The center doesn't provide transportation services.

Administrative records: Staff and children's files are incomplete. Please review all children's files and have them updated with the required current information.
 Please review all staff files, you need current record checks, staff are in need of the required amount of staff training etc.

Please develop a plan for each staff person to come into compliance with the DHS requirements.

Sarah meets with staff at both sites (Dow City and Dunlap) on a regular basis.

The center has a Facebook page.

The center participates in the Quality Rating System and are a level IV.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Sarah Eneboe is the director of both sites, Dunlap and Dow City. She goes to both sites on a daily basis.

She maintains ongoing contact with staff. She sends staff group texts and talks to them on a daily basis.

Sarah is very proud of both programs and she is always willing to make the necessary corrections.

Sarah works with the Child Care Resource and Referral worker, Kelsey Smith on a variety of topics.

Staff had good interactions with the children. .

The children go on walking field trips to the library and the fire station. Guest speakers come to the center. During the summer the programming is more laid back.

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

109.7(2): Center directors and all staff have the required contact hours of training.

Please review all staff files, you need current record checks, staff are in need of the required amount of staff training etc.

109.9(1)b: All files contain: A signed copy of DHS Criminal History Record Check, Form B, that was submitted prior to employment. 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.

Please review all staff files, you need current record 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.

Please review all staff files and make sure they have current physicals on the required DHS form.

REPEAT VIOLATION - 109.9(2)a: All files contain sufficient information to allow the center to contact the parent or emergency contact at any time child is in center's care.

Please review all children's files and have them updated with the required current information.

REPEAT VIOLATION - 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.

Please review all children's files and have them updated with the required current information.

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

You must complete monthly playground inspections.

REPEAT VIOLATION - 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. Sarah reported that she would order the radon test kit and do the testing.

Please email me the radon test date and test results.

REPEAT VIOLATION - 109.11(7)c: All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.

You need an annual fuel burning inspection - boiler inspection.

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.

I have made a referral to your Child Care Resource and Referral worker for training and consultation on developing lesson plans/activities.

You have items listed above that are repeat violations, it will be vital that all items are corrected as soon as possible and that

these areas are maintained.

I am making a referral to your Child Care Resource and Referral worker for consultation and training.

Please email me by January 16, 2019 and let me know how the items listed above have been corrected

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for Boyer Valley Campus Care Dow City for 8-1-2017 to 8-1-2019.

Off year licensing visit 11-28-2018.

I am recommending that you read the DHS Licensing Standards and Procedures Handbook. Read a few pages each day to gain knowledge of the rules.

Please send me an email by January 16, 2019 and let me know how the items listed above have been corrected.

*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.