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

Name of Center: Burlington Area YMCA-Sunnyside Site **Enrollment:** 20 **License ID No. (Reapplications)** 21191

Street: 2040 Sunnyside Ave **City:** Burlington Iowa **Zip** 52601 **County:** Des Moines

Mailing Address: 2410 Mt Pleasant St, Burlington, IA, 52601

Director's Name: Linsey Hohenberry Koopmans **Phone Number:** 319-753-6734

On-Site Supervisor(s): Billie Hostetter **E-Mail:** lindsey@burlingtony.org

Date(s) of Visit: 10-27-2022

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:** 09-15-2022

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

Date Inspected: 11-18-2021

Comments : due annually conducted by Mark Crooks, Burlington Fire Department

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 Preschool-Age X School-Age

Get-Well Evening Care X Special Needs

SCHEDULE: Year-round X School-Year Summer Only

HOURS:	*Year-round*	*School-Year*	*Summer Only*

LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General				70	70
Summer					0

QRS Rating: 3

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 11-01-2022 to 11-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert **Date:** 11-16-2022

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Burlington Area YMCA Sunnyside Site is held in the Sunnyside Elementary School in a residential area of Burlington. This program provides care to school age children in the gymnasium before school only. After school the YMCA bus picks up the children and staff and buses them to the Y daily. Child care services are offered Monday-Friday from 6:30am-8:45 a.m. Approximately 10-15 children are served on a daily basis at this site.

The director for this program is Lindsey Hohenberry. She began this position in 2019. She holds a BSN. Ms. Hohenberry directs all school age programs in Burlington for the YMCA as well as the childcare program at the Y. The on-site supervisor Billie Hostetter is new at this site (2022). She meets the required 75 points to hold this position. I made an unannounced licensing visit to the program on 10/28/22 and met with On Site Supervisor Billie Hostetter and other staff member Linda Wilson. Linda has worked as childcare staff for the YMCA since 2019.

All program areas were observed during the visit. The visit consisted of program area review and observations of activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. Phone and email consultation and collaboration by phone and email have occurred frequently with Director Hohenberry.

The program serves school age children only. The program space had an age appropriate curriculum posted. Lesson plans were appropriate which included: active and quiet times, large-group activities, small group activities and time to play alone or with others, indoor and outdoor play, and time for children to select their own activities and teacher directed activities. A wide variety of toys, educational games, puzzles, and books should be available to the children to utilize. The environment was clean and safe. The program space has educational materials available that were age appropriate.

Nutrition Practices:

The center chooses not to participate in the CACFP Program. Food preparation and storage procedures were consistent with NHSPS. The centers had thermometers in all refrigerators and freezers. The center offers breakfast. The center has a two week menu rotation. Each child should be served a nutritionally balanced meal and snack as defined by CACFP guidelines. Children should wash hands before eating breakfast. The school serves breakfast and sanitizes tables.

Health and Safety:

Medications are stored in original containers with physician/pharmacist directions and label intact. Medications are inaccessible to public and the center is able to provide documentation of medication given. First aid supplies recommended by the IDPH were available in the centers first aid kits. We discussed that any child with allergies must have an allergy action plan on file. No safety hazards were observed.

Tornado and Fire Drills were practiced and documented once a month as required. Supervision issues and ratio have been discussed with staff and administration at length by DHS and CCR&R. Supervision was good the day of the visit. Only 15

children were present with 3 staff, making staff to child ratio excellent 1:5.

The Director has worked with staff in the past regarding ratio and safe and active supervision including children assigned to staff.

Playground:

The center playground includes the school playground: spinners, jungle gym, basketball court, climbing structures, slides, teeter totter, and a grassy field. Surfacing is provided by mulch. Trees provide the shade. It is not typical that the children use the outdoor play area since this is a morning program only. If the outdoor are is utilized the program will conduct an outdoor play area inspection. The child care weather watch will be utilized if outdoor play is questionable due to varying weather conditions.

Field Trips and Transportation:

Field trips and transportation are no longer offered since the program is now morning hours only.

Administrative Records:

The following posting were available on the date of my visit: Mandatory Reporter, Handbook Availability, Consultant Contact, License, Emergency Procedures for fire and tornado, and no smoking signs. The program has a handbook containing required policies.

Children and staff files are reviewed annually. Linda must take 4 more hours of professional development to be in compliance. Both staff have current physicals, CPR and First Aid training, Universal Precautions training, Mandatory Reporter training, Iowa Criminal Background checks and fingerprints. All policies and procedures were reviewed.

All child files included pick up authorizations, emergency contacts, and school age health statements. We discussed allergy action plan requirements for any child with allergies.

The program has a site specific emergency preparedness plan.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center director and on-site supervisor have developed a working relationship with Child Care Resource and Referral to gain an understanding of DHS rules/regulations.

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

1. 109.10(15)c: Center shall develop procedures for annual staff and volunteer training on emergency plans. Staff and the Director agreed to review and sign the EPP. This has now been corrected (11/16/22) per Director Hohenberry..

2. 109.9(2)g: Any child with allergies, a written emergency plan. Copy shall accompany child if they leave the premises. Two child with allergies should have an Allergy Action Plan sent home for parents to send to the physician. This has now been corrected (11/16/22) per Director Hohenberry.

V. SPECIAL NOTES/RECOMMENDATIONS:

It is recommended this program remain in Full Licensing Status. It is important to note, all DHS licensing standards and procedures must be maintained during the renewal period. It is the program's responsibility to do so. Consultation services are available and accessible throughout the year.

DHS encourages you to contact your local nurse consultant. Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. Please visit the following website to find out more. Tabitha Copeland (CCR&R) has met with the program in the past. She and the Director have a good working relationship.

This site may access CCNC Nancy Granaman for health and safety consultation or trainings. She and the Director have a good working relationship.

DHS encourages you to contact Child Care Resource and Referral. They offer centers assistance with meeting the DHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have.
http://www.iowaccrr.org/who_we_are/region_5/

*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.