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

Name of Center: Story Time Childcare **Enrollment:** 22 **License ID No. (Reapplications)** 16815

Street: 84 Main Street **City:** Maxwell Iowa **Zip** 50161 **County:** Story

Mailing Address: PO Box 214, Maxwell, IA, 50161

Director's Name: Jayne Underhill **Phone Number:** 515-387-1259

On-Site Supervisor(s): Mandy Lindemon **E-Mail:** stcc@iowatelecom.net

Date(s) of Visit: 03-27-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 02-14-2023

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

Date Inspected: 02-13-2023

Comments : Fire inspections are due at least every three years.

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	8	12	12	10	42
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2023 to 04-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Debbie Hammer **Date:** 04-11-2023

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

N/A.

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

A full licensing visit was conducted on 3/27/23. The Director was present throughout the visit.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

This center was first started in 1991, and moved to their current location in 2000. This center is located in the Community Building that also houses the Senior Citizens Center. The child care center has their own separate entrance.

Jayne Underhill has been the director since 1995. Mandy Lindemoen started working here in 2005, and has been the assistant since 2013. Their advisory board is very involved in the operation of the center. This program provides care for infants up to and including school age children. Hours of operation are 6:00 am-6:00 pm.

This center is composed of two rooms. The infants are in their own enclosed room. The capacity is for eight babies, and they will be in this room until they reach around 18 months to two years old. There are two sinks in this room.

Once the children reach eighteen months to two years of age, they move out into the main part of the center which is an L shaped room that makes it possible to make it two separate areas. Total capacity for this main part of the center is for 34 children. There are separate bathrooms for the boys and girls. There are a total of six sinks. Discussion took place regarding the main part of the center only having access to two toilets as they can no longer use community building section. Children from 18 months up until they turn two years of age can use the changing station in the infant classroom, as long as bringing the children into the classroom does not cause the infant room to go over capacity. A changing station could be added to the two and three year old main section.

One area of this large room is used for the two year and three year old children, the other part is used for the older children These children do combine at various times throughout the day such as snack and lunch time, outdoor play time, and nap time.

A preschool program is offered to the families in the community. They can elect for their children to attend as many days a week as they want and most prefer a three day program. The full time child care children have the preschool fees included in their pay rates, so these children attend five days a week.

Preschool is offered from 9:00 am-11:30 am. There are two programs going on at the same time. One area of the center is used for the preschool program of the two and three year old children, and another part of the center is used for the preschool program for the four and five year old children.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The director has been in this position for many years. There is very little staff turnover. This stability leads to a consistent program and a routine that is desired in all child care programs.

The director feels an advantage to this being a small center in a small town is it allows them the ability to get to know the parents and children very well. The director feels the center has a family atmosphere and that staff are very approachable.

The staff work well together and support each other. The staff are invested in providing quality care and programming to the children.

The center has a strong working relationship with the schools. The center receives support from United Way and partners with United Way.

The center has a Facebook page and a website.

The center has a secure entrance.

The director and on-site supervisor appreciate their staff and work hard to show this appreciation.

The center is using the Bright Wheel app in all of the classrooms. Parents appreciate real time information, especially during this time when they are not coming into the center.

The center was able to put in new carpet and flooring throughout the entire program. The director hopes to get new fencing, a shade structure, new surfacing and a planter for the outdoor playground by the end of the year.

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

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.

One staff file reviewed did not have certificates for Mandatory reporter training or for Universal Precautions training.

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.
Number not in compliance: 1
One staff file reviewed did not have the Iowa SING check completed prior to the staff going into ratio, the staff was hired in November of 2022 and the SING check was completed in February of 2023. The national criminal history check has not been completed.

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
One staff file reviewed did not have a pre-employment physical exam report completed within six months prior to hire.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center has completed their preparedness plan and has a disaster kit prepared.

Radon testing is now due every five years. The last radon testing was completed in August of 2022 and fell below the 4.0 cutoff.

The director advised the fingerprinting will be completed for the staff hired in November of 2022 this week. The director advised the SING check was an oversight and these have always been completed prior to hire previously. The director will ensure the staff completes a physical exam report and Mandatory reporter training as well as Universal precautions training.

The menus reflect the center is following CACFP guidelines.

A new, full, two-year license is recommended.

*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.