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

Name of Center: DCY School-Age Program-Table Mound **Enrollment:** 31 **License ID No. (Reapplications)** 46446

Street: 100 Tower Dr **City:** Dubuque Iowa **Zip** 52003 **County:** Dubuque

Mailing Address: 35 N Booth St, Dubuque, IA, 52001

Director's Name: Deb Gustafson **Phone Number:** 563-556-3371

On-Site Supervisor(s): Dakota Peterson **E-Mail:** dgustafson@dubuquey.org

Date(s) of Visit: 02-21-2023

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

Date Inspected: 12-02-2021

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 Preschool-Age X School-Age

Get-Well Evening Care 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				50	50
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 02-01-2022 to 02-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 03-24-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off year visit was completed at this center on 2/21/23. This program is owned and operated by the Dubuque Community YMCA (DCY) and is located in the Table Mound Elementary School building by agreement with the school. Deb Gustafson is the center director for all DCY licensed child care programs. Deb is highly qualified and comes to the DCY with much experience having been the center director for YMCA licensed child care programs in another area for many years. Deb was not present at the site at the time of the visit. Dakotah Peterson is the approved on site supervisor, and he was present along with another staff. This center serves school age children from this school only. The program operates on school days only.

The cafeteria/multi-purpose room is the primary space for this center. The center may also use the art room, gym, or library if the cafeteria is not available; however, the center has been advised that those rooms will need to meet all licensing requirements including capacity requirements before each use. The center uses tables set up for activities. The center has storage space for their materials in the cafeteria. The center uses separated boys and girls hallway restroom areas. Children do have to travel from the program space for all toilet and hand washing functions.

The center provides snack during the after school portion of the program. The center does participate in the CACFP. Snack is prepared and supplied by the Dubuque Community YMCA building kitchen. Snack items are brought to the center site.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center is managed by an experienced center director. The center provides a needed service to the children and families in this area. The center reports a good relationship with the school. The staff were engaged with the children.

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

CHILD FILES:
109.9(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.
1. Several children found in attendance without the current valid immunization certificate on file at the center as required nor had the parent signed off that the immunization certificate is on file, on site, in the school office. One immunization certificate observed was not valid.

109.10(1)b: School-age (for children five years and older and enrolled in school): Annual statement of health status signed by parent is submitted prior to admission, certifies that the child is free of communicable disease, and lists allergies, medications and acute/chronic conditions.
1. _3_ files reviewed did not have the required statement of health.

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 missing tweezers, cold pack(s), gauze pads and tissues.

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. Center is not properly cleaning and sanitizing food service surfaces. Center is using bleach water that was mixed three weeks ago, per staff. Bleach solution is to be mixed fresh daily according to the manufacturer's instructions. Also there was no soapy water step used as would be required, there was not even a spray bottle available for soapy water. The staff did state they had another sanitizing product (Purell) on hand, however, they were using the bleach water in the spray bottle. Staff appear not to know the proper procedures or even what product they are supposed to be using for this function at this site.
2. Children observed at the snack table upon before washing hands for snack. Once cleaned and sanitized for snack activity, these table(s) should not be used for anything except for snack and until children and staff have washed hands immediately prior for this activity as is required.
3. Staff observed setting food and food service items on random surfaces that had not been cleared off and properly cleaned and sanitized immediately prior as would be required for all food service activities.

109.15(5)c: Sanitary methods are used for dishwashing sufficient to prevent transmission of disease.
1. The pitcher needs to be washed using proper dish washing procedures (three step process including a sanitizing step or in a dish washing machine) and not in a hand washing sink. It is noted that this center is not very well set up to be able to accomplish any dish washing functions.

V. SPECIAL NOTES/RECOMMENDATIONS:

1. Improve storage of children's personal items. These should not be piled on the floor. This has been noted previously. It is noted that there are not enough baskets for the number of children present.
2. Improve organization of the program materials and ensure there is an adequate supply of materials to meet children's needs.
3. Review hand washing procedures as they are posted. Staff shall provide improved supervision of this activity as well as demonstrate their accountability procedures for children especially when moving from place to place to ensure a child is not left unsupervised.
4. Hand washing procedure posting is needed at restroom area sink off of the cafeteria that staff state the children use at times.
5. Several food items need to be dated for freshness.

This center will continue with a full license, however, attention is necessary to remedy the items cited and corrections shall be obvious. The center is being placed in corrective action status and is being referred to work with the CCRR consultant. The center is directed to correct the items cited as well as address the items noted above in this section of the report and to submit a written corrective action plan, using the template provided, 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. It is important for the administration to correct all items cited and ensure compliance is maintained to prevent a negative impact on future licensing. Thank you.

*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.