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

Name of Center: HACAP Head Start-Engine House **Enrollment:** 16 **License ID No. (Reapplications)** 51197

Street: 1805 Central Ave **City:** Dubuque Iowa **Zip** 52001 **County:** Dubuque

Mailing Address: 1515 Hawkeye Dr, Hiawatha, IA, 52233

Director's Name: Renee August **Phone Number:** 563-348-5202

On-Site Supervisor(s): Barb Meneguin **E-Mail:** cregan@hacap.org raugust@hacap.org

Date(s) of Visit: 09-19-2024

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

Date Inspected: 01-25-2022

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 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			30		30
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 02-01-2025 to 02-01-2027
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 09-24-2024

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 the center on 9/19/24. The on site supervisor, Barb Meneguin, was present along with two other staff. One staff primarily functions as the program cook but may also help out in the classroom as needed. This Head Start program is one of many managed by the HACAP entity. There is a well-defined organizational structure within HACAP. Renee August is the center director for this HACAP Head Start center. Renee was also present on site on the day of the visit. The building itself is very unique in that long ago, it was a fire engine house. The building has been entirely remodeled but has retained the character of the engine house appearance. There are other functions that take place on the second floor of the building, but these functions take place outside of Head Start hours. The Head Start program entrance is secure from other functions of the building.

The program room is very large and open and provides plenty of space for programming activities. The room is well stocked with organized and accessible age appropriate materials, supplies and furniture. The area continues to be nicely decorated with the children's projects and creations. Centers observed include; art, sensory tables, science, blocks, circle time area, dramatic play, listening, and Little Tikes computer station. Books are displayed nicely for the children. The center includes a restroom area that is adjacent to the program room including two toilets and two sinks. All program space was observed.

The center participates in the CACFP and serves breakfast, lunch, and snack prepared on site by a designated kitchen staff in the center's kitchen area. The kitchen area appeared generally clean and organized.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center continues to be managed by an experienced on site supervisor and assistant staff who was previously an on site supervisor at another HACAP Head Start program. The staff were once again observed to be highly engaged with the children in activities, and the large program area continues to be nicely supplied and arranged with games, toys, tables and other furnishings to support the scheduled activities. The room is organized, and materials are accessible and very well maintained. The program also includes an abundance of extra materials stored where able to be brought out for use. The staff utilize the local AEA program where they can regularly borrow materials to supplement their own materials. The room is bright with windows and is decorated to display projects and crafts the children are working on. Licensing documentation and child files were found to be highly organized.

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

STAFF FILES:
109.7(1) All staff (within first three months of employment): • Two hours of approved training for the mandatory reporting of child abuse within three months of employment. • 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. _1_ staff file reviewed did not have evidence of first aid, cpr, or essentials training certificates.

CHILD FILES:
109.9(2): All files are updated at least annually and when a change occurs.
1. Child files missing parent signature and date for the items that are required to have that and to be updated annually.

V. SPECIAL NOTES/RECOMMENDATIONS:

1. The center director will need to complete radon testing as the test results for the 10/2023 were not valid. The center director states testing will be sent in on 10/7/24.

The center will continue with a full license. Please address the violation(s) and/or concern(s) noted in the report so that corrections are obvious and ensure that items remain in compliance. This report does not require a written response.

*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.