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

Name of Center: St Teresa of Calcutta Child Care Center **Enrollment:** 59 **License ID No. (Reapplications)** 19146

Street: 416 E Main St **City:** Ossian Iowa **Zip** 52161 **County:** Winneshiek

Mailing Address: 414 E Main St, Ossian, IA, 52161

Director's Name: Erika Schmitt & Bailey Hughes **Phone Number:** 563-532-9250

On-Site Supervisor(s): Erika Schmitt & Bailey Hughes **E-Mail:** eschmitt@st-teresa.pvt.k12.ia.us

Date(s) of Visit: 05-23-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 04-03-2023

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

Date Inspected: 07-19-2021

Comments : Compliance on 10/26/21.

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	15	12	51	15	93
Summer					0

QRS Rating: 3

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2023 to 06-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 05-25-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 05/23/23 I made an unannounced licensing visit to St. Teresa of Calcutta Child Care Center in Ossian. I met with Erika Schmitt, the interim director and Bailey Hughes, the newly hired director. Ms. Schmitt and Ms. Hughes will remain co-directors while Ms. Schmitt trains Ms. Hughes. Ms. Schmitt started with the program in May 2019. She was an on-site supervisor prior to becoming the director. She has an AAS in an unrelated field but has taken many hours of childcare training. Ms. Hughes a diploma in early childhood. She was a lead teacher in a childcare center in Minnesota for two years. She is going back to school to get her AA in early childhood education. Kristen Kriener is the principal at St. Teresa of Calcutta School. Debby Schmitt is the business manager. The childcare program employs sixteen staff members.

The center is in a free-standing building adjacent to the St. Teresa of Calcutta School. It operates Monday through Friday 6:00 am until 6:00 pm and serves children ages 6 weeks to twelve-years-old. There are currently 59 children enrolled. The preschool program located in the school is also under the license. The preschool serves three and four-year-old children Monday through Thursday from 8:00 am until 3:15 pm. The four-year-old preschool class was previously licensed under DHS but is now regulated by the Department of Education.

The program operates out of three rooms inside the childcare center: the infant room, the toddler room (one-year-old), the two-year-old room and a small, partitioned area for school-age children. Also under the license is one preschool room located in St. Teresa of Calcutta School. The school-age children and preschool children also use this room for childcare. An inspection of each room was completed. Windows provide natural lighting. The rooms are decorated with the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. There is an area for circle time in the preschool room and room for older children in the center.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, computers, art, dramatic play, Play-Doh, writing, math, sensory table and music. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Materials were in good condition. The materials are located at child level, so they were easily accessible to the children.

During the summer the school-aged children use the school gym as program space also.

The childcare program uses a variety of resources to prepare lesson plans. Activities are planned around monthly themes. Lesson plans were available for review in all the rooms.

In the preschool room, Jessie Forney is the teacher. She uses Creative Curriculum, Heggerty Phonological Awareness, STEM Starters for Kids and Iowa Early Learning Standards. She has taken the PBIS training and utilizes those skills in the classroom. She completes assessments on the children. Ms. Forney is going back to school to get her AA in early childhood education and then continue to get her BA. She plans to use the TEACH program. She did have a lesson plan to review. She was terrific with the children. Patient and flexible.

There was a phone in each room Emergency phone numbers were posted in each room except for in the dining area. Please

post them in this location. Emergency fire and tornado procedures and evacuation diagrams were posted by most of the main program doors and outdoor exits. Post them near the exits in the two-year-old room and in the partitioned room. A daily schedule was posted in each room.

I reviewed documentation of monthly fire and tornado drills. Fire and tornado drills must be practiced every month. The previous director was not completing the drills so there were several months drills were not completed. When Ms. Schmitt came back to the director position, she started completing both drills each month. The preschool room must also be practicing both drills every month. This was cited in last year's report also.

I reviewed documentation of monthly playground inspections. Playground inspections were not completed under the previous director so there were several missing months. Ms. Schmitt is aware they must occur each month and has started completing them.

A radon test was completed in June 2021 and is good for two years. The results were within the EPA recommended guidelines. A radon mitigation system was installed in the childcare center. Testing is due again now. You must do radon testing in each childcare room and in the preschool room.

The annual fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and is in the two-year-old room in the daycare on one of the pillars and near the sink in the four-year-old preschool room in the school. Outlets were protected. The fire marshal inspection occurred on 07/19/21 with compliance on 10/26/21.

The center participates in the Child and Adult Care Food Program (CACFP). The program provides breakfast, lunch and an afternoon snack. Breakfast and lunch are provided by St. Teresa of Calcutta School and brought over to the center. Breakfast is brought over with lunch and maintained in the refrigerator in the kitchen to be prepared and served by the center staff the following morning. The menus are prepared by the school cook, including during the summer months. A new menu is prepared every two weeks. Menus and allergies were posted.

There is a refrigerator in the kitchen and thermometers were present. Dishes are washed using a dishwasher and there are two sinks to use the three-step method when necessary. Food items were stored according to NHSPS guidelines.

The snack is provided by the center. The program is not currently keeping snack menus. This must occur and they must be available for review during licensing visits. This was cited in last year's report also. In the preschool room the snack is provided by parents. They are not documenting snack either. This must occur.

In the infant room, the parents provide formula and baby food, and the center provides cereal and snacks for the children. Bottles are washed in the room using a sanitizer. There is a refrigerator in the infant room and thermometers were present.

The Brightwheel app is being used in each room. It is used to provide daily sheets to the children under the age of two. Staff members must document the children's mood everyday for children under the age of two.

The center uses Sani-Tyze on the food tables. Oxivir Tb is used to disinfect the changing tables. In the preschool room they use disinfecting wipes on the snack tables. They are not cleaning them with soap and water first. This must always occur. The wipes are observed were for non-food surfaces so the program should look for different wipes to use.

I observed or discussed diaper changes with the staff members. In the one-year-old room the staff member left their gloves on through the process. Gloves are considered soiled and must be removed prior to the new diaper and dressing the child. In the infant room the staff member spoke with me about whether children must have their hands washed with soap and water and I informed them they must be washed with soap and water after each diaper change. I appreciated the staff members asking questions.

Post the diaper changing procedures near the changing table in the two-year-old room.

There is a Tylenol in the infant room that is provided by the center. This product requires a doctor to provide the dosage for the children it is used for.

The parent board is located near the primary entrance which is in the rear of the center and in the entrance of the preschool classroom. The mandatory reporter, childcare consultant and the handbook availability were posted in both locations. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

The program has two playground areas. The area for preschool and school-aged children is behind St. Teresa of Calcutta School. The school also uses the playground.

The playground for the younger children is on the south side of the childcare center. Rubber mulch is used for fall surfacing. There is a small piece of climbing equipment. There is also a grassy area with a sandbox and playhouse. There

is a picnic table for the children to rest. The building provides shade.

Staff and children files were reviewed at the time of the licensing visit. I reviewed ten children files. One file did not provide emergency doctor information for a child. There was not a pattern of disregard so this will not be cited. There was one missing physical and one outdated physical.

I reviewed five staff files. Two staff members did not have fingerprints. One of them was under the age of 18 and the center did not realize the rule changed to mandate this. All staff members under the age of 18 must have a national background check and you must receive the parent's permission in writing to do so. There was one outdated universal precautions training and on person who has been employed for more than 90 days and has not completed Essentials training. One staff member did not have a physical.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. However, please add to your medical emergency plan that parents will be contacted immediately and add a statement to your policy for minor injuries that the concerns are reported to the parent the day of the incident. Emergency Preparedness Plans have been completed.

Staff members were observed to have great teamwork. They interacted with the children at their level. They were actively playing, singing and dancing with the children. Staff members were flexible. They were enthusiastic and provided the children with praise. In the infant room they were nurturing and patient. They were rocking children and singing to children. Staff members were attentive. They introduced activities to the children and kept them entertained. The children appeared to enjoy their time in the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program has a Quality Rating System (QRS) level of 4 that expires on 05/31/23 in the preschool room and a QRS level of 3 in the childcare center that expires on 06/30/23. The program is working with Child Care Resource and Referral (CCR&R) to complete the IQ4K process.

The center is in a secured building and there are cameras outside of the building.

The center uses the Brightwheel app to communicate with parents and for signing in and out of the center.

The center is a bus stop for South Winneshiek School, which helps with school-age enrollment.

The center partners with the Catholic school so they can use the school gym, kitchen, playground and a room for the preschool program.

The center is going to paint the preschool room located in the school and put in new flooring.

Ms. Schmitt states they have a great summer program. They keep the children active. They walk to local playgrounds and parks in town. They plan a field trip every Tuesday during the summer months to local parks, businesses and attractions in the area. Children eighteen months and older go on field trips when it is age appropriate. They contract bussing through NEICAC transit. The have busses equipped with five-point harnesses for the smaller children. The go swimming every Friday weather permitting at Calmar pool. They arrange swimming lessons for the older children before the pool opens on Friday.

The center routinely works with CCR&R.

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

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: 2
ne of them was under the age of 18 and the center did not realize the rule changed to mandate this. All staff members under the age of 18 must have a national background check and you must receive the parent's permission in writing to do so.

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 member did not have a physical.

109.9(1)e: All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training.
Number not in compliance: 2
There was one outdated universal precautions training and on person who has been employed for more than 90 days and has not completed Essentials training.

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, Chiropractor or ARNP, and contains health history; present health status including allergies, medications, and acute/chronic conditions; and recommendations for continued care if necessary.
Number not in compliance: 2
There was one missing physical and one outdated physical.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.
The previous director was not completing the drills so there were several months drills were not completed. When Ms. Schmitt came back to the director position, she started completing both drills each month. The preschool room must also be practicing both drills every month. This was cited in last year's report also.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
Playground inspections were not completed under the previous director so there were several missing months. Ms. Schmitt is aware they must occur each month and has started completing them.

109.15(2): Center shall follow minimum CACFP menu patterns for meals and snacks.Menus planned one week in advance, made available to parents, and kept on file with substitutions noted.Avoid foods with high incident rate of causing choking.
The snack is provided by the center. The program is not currently keeping snack menus. This must occur and they must be available for review during licensing visits. This was cited in last year's report also. In the preschool room the snack is provided by parents. They are not documenting snack either. This must occur.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

An administrative change is being made to name Bailey Hughes as a co-director of the program with Erika Schmitt. She started with the program on 05/15/23.

*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.