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

Name of Center: It Takes A Village Childcare, LLC **Enrollment:** 72 **License ID No. (Reapplications)** 50667

Street: 3631 W 9th ST **City:** Waterloo Iowa **Zip** 50702 **County:** Black Hawk

Mailing Address: 600 Park LN, Waterloo, IA, 50702

Director's Name: Tracy Newton **Phone Number:** 319-229-2930

On-Site Supervisor(s): Vivian Mabry **E-Mail:** VMabry@fvrc.com

Date(s) of Visit:

Licensing Visit **Unannounced Visit** **Off Year Visit** X **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: 08-01-2020

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: X Infants (0-23 mo.) X 2 Years X Preschool-Age School-Age

X Get-Well X 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	34	18	48	0	100
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 08-01-2023 to 08-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 10-25-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 07/24/23 I made an unannounced licensing visit to It Takes A Village Childcare in Waterloo. Tracy Newton is the director. She was not present the day of the visit. Ms. Newton started with the program in October 2020. She has an AA in general education and an early childhood education certificate. Vivian Mabry is the assistant director/on-site supervisor for the program. Ms. Mabry started with the program in March 2020 and has an AA in early childhood development. She has been employed in the childcare field for over 30 years. Florence Miller is in charge when Ms. Newton and Ms. Mabry are away from the center. The program employs 22 staff members.

Friendship Village, a retirement community, built a childcare center on their campus. They were given permission to open on 07/15/19. The program can operate 24 hours a day, seven days a week and serves infants through children five-years-old. They are currently only operating 5:30 am until 7:30 pm. They are no longer offering weekend care and will only operate Monday through Friday. There are currently 72 children enrolled. The center has the capacity to care for 100 children in the childcare center and 3 children in the get-well center.

Friendship Village partially made the decision to build a childcare facility to assist employees they hire at Friendship Village with childcare for all three shifts. The program is also open to the community. Lisa Gates is the President and CEO of Friendship Village.

The program operates out of five rooms: infants (Purple room), one-year-olds (Teal room), two-year-olds (Blue room), three-year-olds (Green room) and four and five-year-olds (Red room). There is also a get-well center. 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. All rooms were within ratio during my visit.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, writing, math, science/discovery, 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.

The shelves in the Teal room and Blue room had very scares activities on their shelves for the children to play with. I would like to see more activities in these rooms for the children.

The center uses the Creative Curriculum and a variety of other resources to develop lesson plans. Activities are based on themes. The program is using the Ages and Stages Questionnaire (ASQ) as an assessment tool. The program has parent/teacher conferences when the child starts, each spring and before the child transitions to the next room. The center sends a monthly newsletter home to the parents to keep them updated on center activities. Lesson plans were available in each of the rooms except for the Teal room. They just lost their lead teacher and new lead teacher is being trained to prepare lesson plans.

There was a phone with emergency numbers in each classroom. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors and outdoor exits throughout the center. A daily schedule was posted in each room.

Cots and cribs are used to nap.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in July 2022. Results were within EPA guidelines. I am being told there are no fuel burning appliances in the center. Please verify if this is true because there were fuel burning inspection being completed up through March 2021. A carbon monoxide detector was on site in the hallway near the kitchen. Outlets were protected. The fire marshal inspection occurred on 07/02/20.

The program uses R-T-U Quaternary Sanitizer to sanitize the food tables. Some of the rooms are also using this product on the changing tables. The Quaternary Sanitizer is not labeled as a disinfectant and cannot be used on changing tables. You must use a disinfectant. Some rooms were using Purell Professional Surface Disinfectant to disinfect the changing tables. This is an appropriate product for the changing tables. One room also had 256-Century Q as a disinfectant. This can also be used on changing tables.

The mat on one of the changing tables in the Blue room is torn and the mat used to change diapers in the Green room are both torn. These must be replaced as they cannot properly be disinfected.

I observed and discussed diaper changes in the infant room and procedures are mostly followed. There was one new staff member who wore her gloves through the diaper change. They are considered soiled and must be removed prior to the new diaper and dressing the child. I educated her on the process. There are bathrooms inside the classrooms for the children two-years-old and older. Each bathroom has a toilet and sink and there were changing tables in the bathrooms in the two-year-old room. Handwashing and diaper changing procedures were posted.

In the infant room a child was swaddled in the crib. Children cannot be swaddled in the crib. This is considered a restraining device. One child was given Tylenol while I was present. The directions on this product specifically state that a doctor must provide a doctor's note for the dosage for children under the age of two-years-old. There are several over the counter products that require a doctor's note for dosage. Staff members must read the directions on products brought in and follow them.

In the Teal room a child was brought in with a beaded pacifier. These are not allowed in childcare. Pacifiers cannot have beads or toys attached to them.

The one-year-old children were taken outside on the playground at the same time as the older children. This cannot occur. Children under the age of eighteen months cannot be in the same area as children who are two years old and older. If you want all the children outside at the same time you must put up a barrier to keep them separated.

The program does not participate in the Child and Adult Care Food Program (CACFP) but follows the guidelines. The center provides the children with breakfast, lunch, supper and a morning, afternoon and nighttime snack. Breakfast, lunch and supper are prepared by a Friendship Village chef and delivered to the center. Friendship Village provides the snacks, but the center prepares them. Menus are prepared by Friendship Village, who has a nutritionist on site. There are a series of menus for spring and summer and a series of menus for fall and winter. Menus were posted. Food items are stored according to NHSPS guidelines. Menus and allergies were posted in each room and the kitchen. Family style is only used in the Green and Red room.

Parents provide all formula, baby food and cereal for the infants. The center provides the meals when they are on table food. Bottles are washed in the room using the three-step method.

There is a refrigerator in each room and thermometers were present. There are also three sinks in each room specifically for washing dishes. The three-step method is used. The infant room and the one-year-old room have the three sinks and a dishwasher. Silverware and cups are washed in the classrooms and the other dishes are sent to Friendship Village to be washed. If the refrigerator in the get-well room is used for children, you must add a thermometer.

The kitchen was observed to be clean and organized. There is an industrial refrigerator, and an industrial freezer and thermometers were present.

The program has a fenced in outdoor play area behind the center. The area is mostly a natural play area. They have slides built into a small hill, a music center, art center and sensory tables. They have rubber fall surfacing on the area where there are objects with a fall height greater than 18 inches. They have a concrete path through the area. They have tarps for shade and have also planted trees.

The parent information is located on a bulletin board inside the entrance. The mandatory reporter, childcare consultant and the handbook availability were posted. The license was conspicuously hung. A no-smoking sign was posted at the entrance.

Staff and children files were reviewed at the time of the licensing visit. I reviewed twelve children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Three files did not have adequate dental emergency contact information and one file did not have adequate doctor emergency contact information.

I reviewed four staff files. The fingerprint results for one staff member who has been employed since September 2021 could not be located. New fingerprints have been mailed into DCI, but they do not have the results back yet.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present. You must add more specific information to your staff training policy. The policy should state that first aid, CPR, universal precautions, mandatory reporter and Essentials must be completed within 90 days of hire. Emergency Preparedness Plans have been completed.

Staff members were observed to have great interaction with the children. The temperatures were very warm and staff members were very conscientious of getting the children outside early. Valerie Hanson, the lead teacher in the Red room has 30 years of experience as a preschool teacher. She brings a lot of creativity and experience to the classroom. I observed children out on the playground and staff members were moving around the space to provide supervision. Staff members were nurturing and attentive. Staff members asked great questions and were eager to learn. The children appeared comfortable in the center.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The strengths as a center stem from the staff. They have excellent staff members with love for children and who are educated and trained. The center is well equipped and clean. The develop strong bonds with their families.

The center moved out of their small infant room into a repurposed large multi-purpose room so they can expand their services and care for more infants.

The goal is to be fully staffed and full to capacity with children next year. They plan to host bi-monthly events for their families at the center to create a family and friends' environment amongst all the families in the center.

The center provides intergenerational connections between children and grandparent-age adults along with activities that have a positive impact on both age groups. Combining retirees with family values and the Cedar Valley's youngest is a win-win for everyone.

The program has a secured entrance and there are security cameras in the hallways and classrooms.

The program uses ProCare for billing and to keep children and staff files up to date.

The center can provide childcare 24 hours a day, seven days a week. They are currently not doing so because of a staff shortage.

The center has a get-well center with a licensed nurse available to care for three children.

They have a great facility that was specifically designed for childcare. They have a great location being near the hospital and Friendship Village. They are under the Friendship Village that allows the center to use their maintenance staff for repairs. Friendship Village also orders all their food and supplies, and they have Human Resources to help with staff matters.

The hallways are decorated with pictures of the children and the Friendship Village residents. There are pictures of staff members in the entrance.

The center has good pay and staff members receive benefits (medical, dental, optical and life insurance) and holiday pay. They also have a 401K after their first year.

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: 1

109.9(2)b: All files contain sufficient information and authorization to allow the center to secure emergency medical and dental services at any time child is in center's care.
Number not in compliance for medical: 1
Number not in compliance for dental: 3
Information lacking: Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Three files did not have adequate dental emergency contact information and one file did not have adequate doctor emergency contact information.

109.11(2): A safe and properly equipped area is provided for infants that does not allow for intrusion by children over two years of age.
Children over age two who remain in the infant area are placed at the recommendation of a physician or AEA due to a significant developmental delay. Children are placed for a limited time with DHS approval if doing so does not pose a threat to the infants.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. 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.

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 change the hours of the program to 5:30 am until 7:30 pm.

An administrative change is also being made to change the capacity of the center. The program also moved children of a certain age to different rooms so the capacity will be changed to 100 children. The infants moved to a new room and the one year room is using cribs, which lowers their capacity.

An administrative change is also being made to remove Eva Molina and Alivia See as on-site supervisors.

On 10/25/23 an administrative change is being made to remove Tracy Newton as the director of the program. I was notified she was no longer with the program on 10/24/23. Vivian Mabry is the interim director. Ms. Mabry has been with the program since March 2020, has an AA in early childhood development and over 30 years of childcare experience. Ms. Mabry's email address is VMabry@fvrc.com.

*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.