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

Name of Center: Rivermont Collegiate **Enrollment:** 24 **License ID No. (Reapplications)** 21147

Street: 1821 Sunset Dr **City:** Bettendorf Iowa **Zip** 52722 **County:** Scott

Mailing Address: 1821 Sunset Dr, Bettendorf, IA, 52722

Director's Name: Christine Shepherd **Phone Number:** 563-359-1366

On-Site Supervisor(s): none **E-Mail:** jweeks@rivermontcollegiate.org
rrice@rivermontcollegiate.org
tgreen@rivermontcollegiate.org

Date(s) of Visit: 01-25-2024

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: 06-23-2023

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 X NAEYC NSACA Other NA

Program Serves: Infants (0-23 mo.) X 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		10	50		60
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2024 to 06-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 02-29-2024

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 this center on 1/25/24. Present for this visit was the school administrator, Rebecca Rice, Tia Green, Human Resources Manager Account Specialist, the center director, Christine Shepherd, and other staff. Christine also functions as the lead staff for the Montessori room. This center is owned and operated by Rivermont Collegiate, a private school. The school has a well-defined organizational structure explained in detail in the Student-Parent Handbook. The center offers preschool for children age two through five. Child care is offered before and after preschool hours.

The center occupies three program rooms in the lower level of one of the school buildings and uses the school gymnasium, library, and computer lab space in the same building on occasion. The Prek room (left side room) includes the two through three year old children. The JrK room (middle room) includes children age three through five. The Montessori room (right side room) is the room added to the center this school year and includes children age three through five. After school care is provided in the JrK room, and before school care is provided in the Prek room. The rooms include a sufficient amount of accessible materials to meet program needs. The program rooms are connected by vestibule areas located at the back of the rooms. These vestibule areas are where the children's restrooms are located. The vestibule areas include outdoor exits that access the program's outdoor play area. Program rooms include two hand washing sinks within the program room. All program space was observed.

The center uses the school gymnasium for indoor large motor activities when available. The children use the school library once per week.

This center does not participate in the CACFP program. The center serves morning snack, lunch, and afternoon snack. Parents are required to supply the morning snack. The center provides the beverage for this snack. The center provides lunch and afternoon snack. Lunch and afternoon snack are prepared in the school kitchen on site. The kitchen is licensed by the IDPH. The center is reminded that all meals and snacks shall meet CACFP guidelines and the center is responsible to supplement any meals and/or snacks that do not meet those guidelines, including any snacks and/or lunches that are provided by the parents.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The staff were once again observed to be engaged in activities with the children. The center appears generally clean, organized, and materials are well maintained. The rooms and hallway areas display the children's interesting projects and creations. The rooms are bright, colorful, and provide ample space. The surrounding campus environment is pleasant and welcoming. Other required licensing documentation continues to be highly organized.

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

STAFF FILES:

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.
1. _1_ staff file reviewed physical was due 9/2023.

CHILD FILES:
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.
109.9(2)d: All files contain parent authorization of the persons to whom the child may be released.
1. Several child files reviewed did not include the pick up permission or the hospital.

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.
1. Several child files reviewed did not yet have a physical on file.

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.
1. Fire and tornado drills were not documented for 5/2023.

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.
1. Many snacks continue not to meet CACFP requirements. Several snack items are not credible. Some snacks do not include the correct components to meet requirements. This has been noted and cited repeatedly. CACFP information was again emailed to the center administrator.
2. Menus not posted or not posted where visible to parents and/or do not include all meals and snacks.

V. SPECIAL NOTES/RECOMMENDATIONS:

Consultation has been provided to the center regarding the updated rules regarding combining different age groupings of children and what is allowed and when. Two year old children may not be combined with four year old children unless under the very specific rule 109.8(2)h for the very beginning and/or end of the day with only the number of children and staff present at the center as defined by the rule. The center will need to ensure they are in compliance with this moving forward.

1. Daily schedules shall be posted where visible to parents for all rooms and should include the entire day of operation for the room and include the start times of each meal/snack. This has been noted previously. Current lesson/activity plan shall also be posted for all rooms.
2. Required phone posting is needed at the phone in the Prek room.
3. First aid kit location needs to be clearly labeled in the Montessori room.
4. Improve food storage. All open food shall be stored in a sealed container or ziploc and dated for freshness.
5. Improve storage of children's personal items in the Montessori room. Items should not be piled on the floor.
6. Standing diaper procedures were reviewed. Ensure that each diaper change is a separate process from start to finish including fresh materials.

The center will continue with a full license, however, attention is needed to remedy concerns and ensure compliance. The center is being referred to work with the CCRR consultant on compliance issues. The center is directed to correct the items cited as well as the items of concern noted above in this section of the report and to submit a written summary to the licensing consultant as to how and when those corrections are/will be completed. The written summary shall be submitted within 30 days of receipt of this evaluation. 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.