

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

**Name of Center:** St Francis Child Care **Enrollment:** 57 **License ID No. (Reapplications)** 16556

**Street:** 310 Columbus Dr **City:** Marshalltown **Iowa Zip** 50158 **County:** Marshall

**Mailing Address:** 310 Columbus Dr, Marshalltown, IA, 50158

**Director's Name:** Deb Heil **Phone Number:** 641-753-8744

**On-Site Supervisor(s):** N/A **E-Mail:** dheil@st-francis.net

**Date(s) of Visit:** 12-20-2018

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

**LICENSING VISITS**

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

**Signed Application (470-0722) Received** X **Yes** **No** **NA** **Date Signed:** 12-01-2017

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

**Date Inspected:** 01-12-2017

**Comments :**

**LICENSE TYPE:** X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

**Financial Type:** Profit X Non-Profit NA

**Accreditation:** Accredited NAEYC NSACA Other X NA

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

Get-Well Evening Care Special Needs

**SCHEDULE:** X Year-round School-Year Summer Only

HOURS:	<u>Year-round</u>		<u>School-Year</u>	<u>Summer Only</u>	
LICENSE CAPACITY	Infants	2 Years	Preschool	School-Age	Capacity
General			57	43	100
Summer					0

**QRS Rating:** N/A

<b>RECOMMENDATION FOR LICENSE:</b>	
X	<b>FULL</b> license from 01-01-2018 to 01-01-2020
	<b>PROVISIONAL</b> license from
	<b>DENIAL</b> of initial application
	<b>SUSPENSION</b> of license
	<b>REVOCATION</b> of license

Licensing Consultant: Debbie Hammer

Date: 12-27-2018

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

N/A.

### II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An off-year visit was conducted on 12/20/2018. The director of the program was present throughout the visit.

All areas of the program were observed. These areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

This program had been known for many years as MACS Child Care. The name has been changed to St. Francis Child Care, and it continues to be located in St. Francis Catholic School. This school building is for elementary age children through sixth grade. This is a locked building that requires visitors to ring a buzzer to be let inside. The school principal is Dr. Matt Herrick. Deb Heil is the new childcare director. Deb has a nursing degree and has worked at St. Francis for several years. Deb meets qualifications to be the director.

This program provides three preschool sessions, a before and after school care, and all day child care. Children must be three years old and potty trained to participate in any of the programs.

Childcare hours are 6:30 am-5:30 pm during the school year. This past summer the program decided to not provide summer care. This may change in the future as it is the hope of the director to offer summer care again.

The preschool offers a TTh morning session for the three year olds. The four and five year olds can attend either MWF morning or afternoon. Morning classes meet from 8:30-11:00 am and the afternoon class is from 12:30-3:15 pm.

These preschool classes are open to any children from the community who wish to attend. Most of the children who attend the preschool also use the child care program for the days and times they are not in preschool.

The preschool room has a licensing capacity of 24 children. There is a bathroom with a toilet and sink, plus there is another sink in the program part of the room. Low shelves are used to store the play item choices the children have.

The child care program is in one large room. They have a bathroom with one sink and toilet, plus there are two sinks in the classroom. During the school day the gym is not used very much, but after school they use it for large motor play for the school age children. The children are separated according to their ages. The younger preschool age children spend most of the time after school in the childcare rooms and the school age children are in the gym where they can run and play basketball and do other activities that require a lot of space.

The school age children who attend the after school program use the multi-purpose room for most of the time. They will combine with the younger children towards the end of the day.

### III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center has good communication with the families.

The program provides a relaxed atmosphere which makes things fun for the children as well as the adults.

There is consistency in expectations of the children between the preschool and the child care program.

The staff work well together and are supportive of each other.

The center sends out a newsletter every month to the families.

The center provides all day childcare which is a benefit to families who would need this due to working schedules.

The parents are supportive of the program and are happy with the program.

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

109.4(4): Requirements and procedures for mandatory reporting of suspected child abuse shall be posted where they can be read by staff and parents.

The program did not have requirements and procedures for mandatory reporting of suspected child abuse posted.

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 dental: 1

Information lacking: One child file reviewed did not contain any information regarding a preferred dentist.

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, 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

109.10(3)c: For ongoing, long term medications, authorization shall be obtained for a period not to exceed the duration of prescription.

Two prescription medications did not have authorization forms signed by the parent/guardian to administer the medication. Two emergency prescription medications had expired; one by two years.

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.

The playground structure had plastic coming off and loose on the slide portion. This creates a hazard for the children. The playground is a REPEAT violation from last year.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.

Monthly inspections of the outdoor recreation area have not been documented or kept since April of 2018.

109.12(1): Program structure that uses developmentally appropriate practices and written program of activities planned to the developmental needs of children served. Program complements but does not duplicate school curriculum. Schedule of program is posted in a place visible to parents.

A daily schedule of the program was not posted in a place visible to parents.

#### **V. SPECIAL NOTES/RECOMMENDATIONS:**

Radon testing is required every two years. The last radon test was completed in December of 2016 and the rooms used for the program fell below the 4.0 cutoff. Some other rooms located in the school building were above the 4.0 cutoff and the school has installed a mitigation system. The center will be conducting radon testing over the Christmas holiday break this December of 2018. The director will email the results.

The annual furnace inspection took place on 12/8/2018.

A mandatory child abuse reporting poster was emailed to the director after the visit, as well as a medication authorization form. The director will speak with the parents/guardians regarding the prescription medication that has expired and will ensure a new prescription is provided to the program.

The director will post a daily schedule and was able to find one in a file during the visit that will be posted immediately.

The new director has been a strong advocate for a new playground and equipment. Some work had been completed on the structure to help resolve concerns noted during the licensing visit last year. The director has talked to the school and the board of directors regarding new equipment.

The new director did not know a playground inspection log needed to be completed monthly and will ensure this is completed monthly from this point forward.

The director will ensure all child files have complete dentist information and current physicals.

If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact your consultant at 515-725-2663 or email [dhammer1@dhs.state.ia.us](mailto:dhammer1@dhs.state.ia.us) so that we may discuss the issue. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report.

\*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.

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