

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

Name of Center: New Sharon Child Care and Preschool **Enrollment:** 60 **License ID No. (Reapplications)** 23890

Street: 2163 135th Street **City:** New Sharon **Iowa** **Zip** 50207 **County:** Mahaska

Mailing Address: PO Box 452, New Sharon, IA, 50207

Director's Name: Regina Salsman **Phone Number:** 641-637-2295

On-Site Supervisor(s): Hannah DeJong and Melissa Waite **E-Mail:** nsccp@nmwarhawks.org

Date(s) of Visit: 01-09-2025

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

LICENSING VISITS

New Application X **Re-Application** NA

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 07-15-2024

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

Date Inspected: 07-01-2023

Comments : performed by the State Fire Marshall Curt Seddon - due every 3 years

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 X Other NA

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

Get-Well Evening Care X 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	12	18	57		87
Summer					0

QRS Rating: 1

RECOMMENDATION FOR LICENSE:	
X	FULL license from 08-01-2024 to 08-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert

Date: 01-14-2025

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

New Sharon Child Care and Preschool is located in a newly constructed building specifically designed for child care on the campus of North Mahaska Community Schools. The building itself is owned and maintained by North Mahaska Community School District. The center is owned and operated by New Sharon Community Child Care Center, Inc., a not-for-profit community corporation. The center provides full day child care for children ages infant through school age. The center Director is Regina Salsman. She has now held this position for 5 years. Ms. Salsman possesses a CDA as well as an AA, and ten years providing in home childcare. The on-site supervisor of the center is Hannah DeJong. She has been in this center since 2011 serving in all rooms. She has been OSS at the program since 2022. A second onsite supervisor was also designated to cover shift when the Director or OSS are not present. Melissa Waite has an AA and 8 years of experience in licensed child care centers. She is qualified to serve as OSS if the Director or Hannah are not present. She has experience as an unlicensed in home child care provider in Arizona and as a paraprofessional at a school in Arizona full time for 3 years. Ms. Waite served as director for this program in 2018 and 2019.

On 1/9/2024, I made an unannounced off year visit to New Sharon Child Care and preschool and met with both On Site Supervisors. Director Regina Salsman followed up immediately by both phone and email. At the time of the visit, staff were actively engaged in providing the child care program to the children. All program areas were observed at that time.

The visit consisted of classroom and building area review and observations of activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

The center consists of an infant area, a toddler room (for the care of children 18 months through two years of age), a full day preschool age program room, and an early childhood education program room for preschool age children. School age children use that room for before and after school care and for a summer school age program. All rooms are clean, bright, attractive and equipped with a satisfactory variety of child sized furniture, equipment, toys, games, and activities for the children. All rooms are self-contained with phones, restrooms, and exits to the outdoors. The center also has a director's office and kitchen.

The infant area is separated into an area for infant programming and development and an area for cribs. The infant development area is carpeted for infant to more comfortable crawl and move around. The area is self-contained with an exit to the outside for emergency evacuation, phone, food preparation area, and staff restroom. The toddler area is equipped with a variety of toys, games, and activities for young children.

The full day preschool age program and preschool age early childhood educational program employ Creative Curriculum. Interest centers available to the children include blocks, children's literature, dramatic play, toys and games, puzzles and small manipulatives, science and discovery, music and movement, art, sensory tables, and computer area. The early childhood educational program participates in the four-year-old preschool grant program in cooperation with the school district.

The center utilizes Creative Curriculum in all classrooms.

The center has approximately 9 full time employees.

Center Food Safety and Nutrition:

The center is utilizing CACFP and foods meet CACFP requirements. Menus are posted. Menus should be specific, and substitutions noted. The kitchen area was observed during the visit. The refrigerator was clean and contained thermometers in freezing and cooling compartments. Food was stored according to CACFP regulations. Diet Modification sheets are present on children with dairy intolerance or other food related health issues. All rooms have a snack tote. Late pm snack following CACFP rules will be served for children who haven't eaten in three hours. The late pm snack is now posted on menus. The center has two designated kitchen staff.

Center Health and Safety:

Cleaners were kept out of the reach of children.

Radon testing, fire and tornado drills were observed, and all were compliant. Radon testing is due every 5 years and should be completed in winter months when the ground is frozen. The building was constructed after 1960 so lead based paint assessments are not required. A fuel burning appliances inspection is required annually. A copy of the inspection should be kept in the HHS binder. Each floor of the facility must add an UL approved carbon monoxide detector. Ventilation is adequate. Windows should be opened periodically to assist with ventilation.

We discussed the program met all the following rules the date of the visit: At least one staff is present in every room where children are resting. If ratio is reduced to one staff per room during nap time, it does not exceed one hour and ratio in center is still maintained. Ratio in the infant rooms is always maintained per my observations the past 12 years.

Cleaners and other hazardous materials are kept inaccessible to children.

The center installed new flooring in 2023 as well as painted the walls and installed new trim.

Center Outdoor Play Area:

The outdoor play area consists of a large space behind the building. It contains poured rubber surfacing and commercial play equipment. This area was recently updated, however poured surfacing is peeling. Outdoor play inspections are recorded monthly per my observation of documentation.

Each child should have at least 75 square feet of space when engaged in gross motor activity. The Childcare Outdoor Weather Watch is utilized when outdoor play is questionable due to varying weather conditions. The hallway can be utilized for gross motor play with a few children at a time in cold winter months. Emergency contacts and emergency medications are taken outdoors.

Center Transportation/Field Trips:

Walking field trips are taken around the school campus when an extra staff is available. The center owns a 12 passenger van and do provide some off-site transportation – typically only in the summer. The van inspection was present in the binder and was completed in April. Three staff members drive the van (Melissa, Chelsie and the Director) and are insured to do so. The van has the necessary child restraints in the vehicle and are all up to code. Emergency contacts and a first aid kit are taken in the van when utilized. If the van is utilized a vehicle inspection is performed annually.

Center Administrative:

Incident and injury reports are on file. Postings are displayed if communicable diseases are identified. Daily records are kept on children under 2 years. Child and staff files are reviewed annually including:

Staff: FBI Fingerprint results, SING check results, Mandatory Reporter training, CPR/First Aid training and emergency preparedness training are reviewed annually. All staff receives SIDS training and active supervision for infants and toddlers. The center employs 19 staff. Staff work four ten-hour days a week.

Child: Annual physicals, annual updates on field trip permission slips, pick up authorization and emergency contacts, allergy action plans and immunizations are reviewed annually. Dental and medical information is on file.

All mandatory postings were present. Administration is aware of requirements for posting of communicable diseases. Parents are provided with a monthly newsletter and calendar to stay informed about the Centers activities each month.

The center has a lengthy program handbook containing all required policies.

Curriculum is being utilized in every room. The rooms follow a schedule. Melissa Waite is lead teacher now in the school age room. She implemented a new schedule, with daily activities and structure. ASQ and ASQSE are completed in the fall and spring.

The center has an Emergency Preparedness Plan. All staff are trained annually on the plan and sign and date acknowledgement of such. It is kept in a binder.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Leadership has quickly tackled center deficiencies and continues to be proactive ensuring the center was mostly compliant or working towards full compliance prior to and after the HHS visit.

The Director has frequently accessed IDPH, PBIS coach Joan Garrett and CCR&R when she assumed this role.

The program provides a needed service to the community.

The center has a waiting list.

Several employees at the center have been employed five years or more.

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

1. 109.6(6)d: Center repeats national criminal history checks at a minimum of every four years or when aware of additional history that occurs. Kitchen staff did not have an updated fingerprint result. The staff will not supervise children until the prints are sent off per Director Salsman. These prints are being rolled and sent out on 1/16/25.

2. 109.8(2): Ratio maintained in center as required by age. Staff may not leave the room out of ratio to take a child to the restroom.

109.8(2)h: If ratio reduced to one staff at the beginning and end of center's operation, timeframe does not exceed two hours and occurs only when seven or fewer children are present with not more than four of the children under two years of age and there are no more than seven children in the center.

109.8(2)b Combinations of age groupings for children between 3 and 5 years of age may be allowed with a staff of 1 to every 12 children.

Children at the beginning or end of the day cannot be mixed unless there are less than 7 children present, with no more than four of the children under two and less than 7 children present in the center as a whole. Children under two may not be mixed with school age children when there are two staff present and two rooms open.

3. 109.10(3): The center shall have written procedures for dispensing, storage, and authorization, and recording of all prescription and non-prescription medications. One room had emergency medication and administration was not aware of it. Another emergency medication was stored in the office but should have been stored in the room with the child and followed the child throughout the day. These issues were CORRECTED the date of the visit.

4. 109.12(4): Sufficient toilet articles are provided for handwashing. Sufficient and safe indoor play equipment, materials, and furniture that conforms with CPSC or ASTM. Play equipment, materials, and furniture meet the developmental, activity, and special needs of the children. Room's arrangement does not obstruct the direct observation of children. Individual covered mats, beds, or cots, and appropriate bedding is provided for all children who nap. Procedures are developed and implemented to maintain equipment and materials in a sanitary manner. Sufficient spacing is maintained between equipment to reduce transmission of disease and allow ease of movement by children and staff to respond to activities and care needs. Sanitary procedures are followed for use and storage of personal hygiene articles.

Surfacing in the outdoor play area is posing a tripping hazard as it is coming apart, splitting and portions are loose. The Little Tikes slide outdoors is not commercial play equipment and should be removed. The center is adding new rubber surfacing this spring.

5. 109.9(2)g: Any child with allergies, a written emergency plan. Copy shall accompany child if they leave the premises.

Plans should be signed by both the parent and physician and accessible for staff in the even of an emergency.

6. 109.11(7)c All centers: Annual inspection prior to heating season of all fuel-burning appliances to reduce risk of carbon monoxide poisoning and shall install one carbon monoxide detector on each floor that conforms to UL Standard 2034.

V. SPECIAL NOTES/RECOMMENDATIONS:

The Director should continue to meet with CCNC to review health and safety policies and issues to ensure a system is in place to assist with compliance. She regularly contacts and meets with CCR&R Consultant Karen Lauer regarding other issues to assist with continued compliance throughout the year. This is best practice and duly noted.

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to maintain licensing regulations through the year. The Director agreed to correct deficiencies listed in Section IV. It is important to note, all HHS licensing standards and procedures must be maintained during the renewal period.

HHS encourages you to contact your local nurse consultant. Iowa Department of Public Health Child Care Nurse Consultants works with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. CCNC Mary Mikulecky serves the program. CCNC Crouse performed child record and immunization reviews, teeth brushing training, PALS training, Medication administration renewals, diaper changing procedures, hand washing procedures and performed a Child Health and Safety Checklist last year.

The new CCNC Mary M. stated the following, "I have completed three visits myself. Two of them med admin skills test out- and the child record review."

Mary Mikulecky, BSN RN
Child Care Nurse Consultant
Wapello and Mahaska Counties

American Home Finding Association
P.O. Box 656, 217 East Fifth Street
Ottumwa, Iowa 52501

HHS encourages you to contact Child Care Resource and Referral Consultant. They offer centers assistance with meeting the HHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. Consultant Lauer visited the center on 2/6/24 regarding IPOWER and staff training. CCR&R and IDPH visited the center in 2023 and provided updated information on Safe Sleep information and tummy time. The past year Consultant Lauer provided 12 on site visits since February 8th, providing training, consultation, business practices and environments and IQ4K, Quality improvement incentives, etc.. She provided 41 TA through emails and phone consults since January 2024.

The center works regularly with Joan Garrett, PBIS.

*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.