



<b>RECOMMENDATION FOR LICENSE:</b>	
X	<b>FULL</b> license from 04-01-2017 to 04-01-2019
	<b>PROVISIONAL</b> license from
	<b>DENIAL</b> of initial application
	<b>SUSPENSION</b> of license
	<b>REVOCAION</b> of license

Licensing Consultant: Becky Frost

Date: 03-28-2018

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

N/A

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

On 03/09/18 I made an unannounced off year licensing visit to Spring Ahead Learning Center in Lime Springs. I met with Jodie Hubka, the director of the program. Ms. Hubka became the director in May 2017. The center employs six staff members.

The program is located in a free standing building. The program opened on 02/04/13. The center serves infants through school-aged children and operates Monday through Friday from 5:00 am until 6:00 pm. The preschool program serves three-year-old children and operates Monday through Friday from 8:00 am until 3:00 pm. There are currently 50 children enrolled in the center. The center has a Quality Rating System (QRS) level of 3.

The center operates out of the following classrooms, Cuddles (infants, birth until 18 months/two-years-old), Tumblers (18 months/two-year-olds), Caterpillars and Butterflies (preschool), Spring Ahead (three, four and school-aged children). An inspection of each room was completed.

Windows provide natural lighting. The rooms in use 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. The children’s birthdays were posted. There is an area for circle time.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, play dough, art, dramatic play, writing, math, science/discovery, woodworking, 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. Most materials were in good condition. The sink handle in the Tumbler room needs to be fixed. The materials are located at child level so they were easily accessible to the children.

The program uses a variety of resources to create lesson plans. Activities are developed around weekly themes.

There was a phone with emergency numbers in the classrooms. Please post the emergency numbers in the kitchen. Emergency fire and tornado procedures and diagrams were posted by the main program and outdoor exits. A daily schedule was posted and a lesson plan was available for review.

I reviewed documentation of monthly fire and tornado drills. I reviewed documentation of monthly playground inspections. A radon test was completed in March 2017 and is good for two years. Results were within EPA guidelines. The fuel burning inspection was completed and no concerns were noted. A carbon monoxide detector was on site and is located in the three, four and school-age room. Outlets were protected. The fire marshal inspection occurred on 11/25/15.

In the room for the three, four and school-age room you must post diaper changing procedures in the bathroom near the changing table. I also recommend cutting the straps off the changing table. These cannot be disinfected and hold bacteria. Medications are stored in the kitchen. Label the bottles with the dates of birth of the children so that I can make sure they are being used correctly. Please be aware when parents bring in medication for children in the infant room you must read

the directions on the box clearly. If the directions state a doctor must provide the dosage for a child under the age of two, then a parent must bring a note from the doctor with the dosage. The refrigerator in the infant room had a temperature of 46 degrees and it should be forty degrees and below. The center is aware of the problem and has been monitoring the situation.

Staff and children files were reviewed at the time of the licensing visit. I reviewed eight 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. One file did not provide any doctor or dental emergency contact information. There were four outdated physicals and one missing physicals. I reviewed two staff files. There was one outdated SING background check. I also reviewed program handbooks.

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

Ms. Hubka states the program has updated the center's appearance and classrooms.

Ms. Hubka states the program is now participating in the Child and Adult Care Food Program (CACFP).

Ms. Hubka states they have started a full day three-year-old preschool program.

The program has a Quality Rating System (QRS) level of 3 that expires June 1, 2018. It is their goal to receive a level 4.

It is the center's goal to increase their enrollment and hire additional staff members.

The program has a written safe sleep policy for their infant room.

The program is very flexible with the parents and their schedules.

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

109.6(6)c: Center repeats Iowa record checks at a minimum of every two years or when aware of additional child abuse or criminal history that occurs.

One staff member had an outdated SING check.

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: 1

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. One file did not provide any doctor or dental emergency contact information.

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: 5

There were four outdated physicals and one missing physicals.

109.10(3)a: All medications shall be stored in original containers with physician or pharmacist directions. Labels should be intact and stored so they are inaccessible to children and public. Nonprescription medications shall be labeled with the child's name.

Medications are stored in the kitchen. Label the bottles with the dates of birth of the children so that I can make sure they are being used correctly. Please be aware when parents bring in medication for children in the infant room you must read the directions on the box clearly. If the directions state a doctor must provide the dosage for a child under the age of two, then a parent must bring a note from the doctor with the dosage.

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

A full license is issued for the remainder of the licensing period. All DHS licensing standards and procedures must be maintained during the renewal period. Please review the report carefully and correct the concerns identified during this visit

as well as concerns from the previous licensing visit.

\*Note: If you are the Child Care Center Director and you feel something is unclear or unjustly cited, please contact me (phone 319-292-2429; email rfrost@dhs.state.ia.us so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If you have the need for any additional information discussed during my visit, please contact me and I will forward the information to you. Thank you.

\*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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