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

Name of Center: DCY Early Learning Center **Enrollment:** 60 **License ID No. (Reapplications)** 52405

Street: 7788 Chavenelle Road **City:** Dubuque Iowa **Zip** 52002 **County:** Dubuque

Mailing Address: 35 N Booth St, Dubuque, IA, 52001

Director's Name: Courtney Morgan **Phone Number:** 563-556-0443

On-Site Supervisor(s): **E-Mail:** Cmorgan@dubuquey.org

Date(s) of Visit: 04-04-2024, 12-20-2023

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 06-23-2023

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

Date Inspected: 12-18-2023

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 NAEYC NSACA Other X NA

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

Get-Well 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	71	33	46	30	180
Summer					0

QRS Rating: N/A

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

Licensing Consultant: Heidi Hungate **Date:** 05-06-2024

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced first licensing visit was completed at this new center on 4/4/24. The center was first visited on 12/20/23 and given permission to open without a license effective 1/8/24. Present for the licensing visit was the approved center director, Courtney Morgan, and another staff. Courtney was able to accompany the licensing consultant throughout the majority of the visit. The executive director for the DCY child care programs is Deb Gustafson. Deb was also present on site for the licensing visit. This site is one of several child care programs owned and operated by the Dubuque Community YMCA (DCY). The DCY has a well defined administrative structure. The center is non-profit. This particular site is located in a building that at least a portion of it has been remodeled as a child care center.

The center includes 10 different program rooms assigned for various age groups. Two of the rooms used for infants were not yet in use at the time of the visit. The center includes an additional large room that is used as large motor space for various groups of children at various times of the day. Program rooms were generally observed to be spacious and to offer a variety of choices of activities with new furnishings and accessible materials. All program rooms include sinks within the program rooms. Toddler and older rooms include adjacent restroom areas. Diaper stations are located in two year old and younger rooms. Program rooms include at least one hand washing sink. Most rooms also include a sink labeled for food preparation. All program space was observed.

The center serves breakfast, lunch, and snack. The center does participate in the CACFP. All meals and snacks are prepared on site by the kitchen staff person in the center's kitchen. The kitchen is designed well and is organized.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center is new and was designed specifically as a child care center. Rooms are bright with windows, are spacious, and have new furnishings. The center participates in the local AEA program where materials can be borrowed to supplement program activities. Staff and child files and other required licensing documentation was found to be organized. The center director has initiated working with the local CCRR consultant as well as the local child care nurse consultant on center improvements and room arrangements. It is recommended that this consultation continue.

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

STAFF FILES:
109.7(1) All staff (within first three months of employment): • Two hours of approved training for the mandatory reporting of child abuse within three months of employment. • At least one hour of training regarding universal precautions and infectious disease control. • Certification in American Red Cross, American Heart Association, American Safety and Health Institute or MEDIC First Aid infant, child, and adult cardiopulmonary resuscitation (CPR) or equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained. • Certification in infant, child, and adult first aid that uses a nationally recognized curriculum or is received from a nationally recognized training organization including the American Red Cross, American Heart Association, American Safety and

Health Institute or MEDIC First Aid or an equivalent certification approved by the Department. A valid certificate indicating the date of training and expiration date shall be maintained. • Minimum health and safety trainings, approved by the Department. If significant changes occur to content, the Department may require the training be renewed.
1. _1_ staff file reviewed did not have first aid certification completed as required.

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.
1. Several program rooms did not have current activity/lesson plans. These should be posted where highly visible to parents.

V. SPECIAL NOTES/RECOMMENDATIONS:

The center was reminded of allowable age combinations. Two year old children may not be combined with four year old children, and three year old children may not be combined with school age 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 compliance.

1. Required phone posting is needed at all phones in the center.
2. Ensure all children have a valid immunization certificate on file at the center prior to the child attending the center.
3. Ensure spray bottles used at diaper stations/restrooms are clearly labeled for use in these areas only and are not used for other functions.
4. Wet bottles observed put back together and away in the cabinet in the infant room. All items should be allowed to air dry. Dishes (including infant bottles and bottle parts) should not be put away until completely air-dried.
5. Improve storage of food and food service items as well as clean linens. These items shall be maintained separate and sanitary from other items.
6. Rooms need additional organization in general, remove clutter and ensure bedding items, and children's personal items are maintained sanitary.
7. Food waste shall be stored in a covered waste can.
8. Ensure staff wash hands immediately prior to food service activities and keep hands free from other activities or rewash before returning to such activity.
9. Ensure emergency plan postings with all required elements are at every program and exit door/doorway as required.

A full license is issued. The center is directed to correct the items cited and the items 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.