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

Name of Center: DCY School-Age Program - Carver **Enrollment:** 33 **License ID No. (Reapplications)** 46460

Street: 2007 Radford Rd **City:** Dubuque Iowa **Zip** 52002 **County:** Dubuque

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

Director's Name: Kellee Peil Roussel **Phone Number:** 563-556-3371

On-Site Supervisor(s): Tina Hornung **E-Mail:** dgustafson@dubuquey.org

Date(s) of Visit: 02-24-2025

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

LICENSING VISITS

New Application **Re-Application** X **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: 08-22-2022

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: Infants (0-23 mo.) 2 Years X Preschool-Age X 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			4	30	34
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 04-01-2024 to 04-01-2026
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Heidi Hungate **Date:** 03-31-2025

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off year visit was completed at this center on 2/24/25. This program is owned and operated by the Dubuque Community YMCA (DCY) and is located in the Carver Elementary School building by agreement with the school. Kellee Peil Roussel is the center director for all DCY school age licensed child care programs. Kellee is qualified with a certificate in child development from a community college, several years of previous work in child care centers prior to coming to the DCY, and having completed additional training. Kellee arrived at the center during the visit. Tina Hornung is the approved on site supervisor. Tina was present at the time of the visit along with another staff. The program operates on school days only.

The commons area is the licensed space for this center. The center has a storage cabinet and uses cafeteria tables set up for their activities in this area. There are separated boys and girls restroom areas that are adjacent to a portion of this space as well. The center may use the gymnasium when it is available so long as it meets licensing requirements prior to use. The gym includes an adjacent single restroom area.

The center participates in the CACFP. The center provides snack during the after school portion of the program. Snack is prepared and supplied by the Dubuque Community YMCA building kitchen. Snack items are brought to this site from that location.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Though the director is new to this position, she appears to be motivated to make program improvements. Staff did a good job of setting materials out at the tables for the children to engage in activities upon their arrival to the program, and the staff at this site once again appear to know the children well. The center provides a needed service to the children and families in this area. The center reports a good relationship with the school.

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

CHILD FILES:
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. Preschool age children are required to have a current physical on file (statement of health is not adequate for preschool age children).

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. 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.

1. Children's items observed on the floor. Improve storage of children's personal items. The center uses baskets, however, there are not enough for all children and staff need to supervise to ensure children place their items in the basket.
2. Staff did not wash hands or keep gloved hands clean and free from other touches when providing snack service.
3. Sanitizing solution has a dwell time per the manufacturer's instructions. Ensure the product is allowed to sit for at least that amount of time.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
1. Playground inspections not documented for 4/2024 or 5/2024.

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.
1. No carbon monoxide detector observed.

V. SPECIAL NOTES/RECOMMENDATIONS:

1. Consultation again provided regarding snack transition. It is recommended that children not begin washing hands until all tables used for food service activity are properly cleaned and sanitized. Staff shall remain at the table with children who are eating snack.
2. Discussion occurred regarding staff supervision of children. Staff shall demonstrate that they are accountable for the children they are responsible for (face to name/counting children/etc.), children shall not be out of eyesight of staff. This was reviewed with the center director who will need to follow up with staff at this center and ensure compliance.

The center will continue with a full license. 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.