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

Name of Center: Southwest Valley Early Childhood Center-Villisca **Enrollment:** 40 **License ID No. (Reapplications)** 51174

Street: 219 Central Ave **City:** Villisca Iowa **Zip** 50864 **County:** Montgomery

Mailing Address: 219 Central Ave, Villisca, IA, 50864

Director's Name: Amber Mullen **Phone Number:** 712-826-5982

On-Site Supervisor(s): **E-Mail:** amullen@southwestvalley.org jlyddon@southwestvalley.org

Date(s) of Visit: 08-01-2023

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

Date Inspected: 12-21-2023

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	4	4	14	13	35
Summer					0

QRS Rating: 4

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2022 to 09-01-2024
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Kathy DeGeorge-Evans **Date:** 12-15-2023

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

An unannounced off year licensing visit was made to Southwest Valley Early Childhood Center - Villisca on 8-1-2023. The center is located in the Enarson Elementary School. The center opened on 9-21-2020. Child care services are offered to infant age children to school age children. Monday through Friday 6:00 am to 6:00 pm. Child care and before and after school child care is offered. Amber Mullen became the director on January 3, 2023. There are 40 children enrolled. I met with Amber Mullen during my visit.

Observation of rooms:
There are two program rooms. One room is for infants to two year olds and the second room is for children two years and older. Both rooms look nice and have a fun variety of age and developmentally appropriate toys and equipment. Equipment and toys are rotated on a frequently.
The rooms were in ratio. The three and older room was very chaotic, a couple of children were having behavior issues and were constantly on the tables. Staff were having difficulty with some children at transitions - restroom break and after lunch.
Please remove push pins and tacks from the program rooms as they are a health and safety hazard, you can use staples.
Lesson plans/activities are needed.

Nutrition:
The school provides the meals/snacks for the center. The center is on the federal food program. Menus were posted.
Appropriate food storage was observed.

Health and safety:
Fire/tornado drills are practiced and documented.
Amber reported that radon testing was completed in 2023 and the test scores are under a 4.0 pCi/L. Radon testing is required every two years.
You need a current fuel burning inspection/boiler inspection. Make sure you have a carbon monoxide detector if you have fuel burning appliances.
Oxivir Tb is used for sanitizing and disinfecting. The center uses the 3 step bottle procedure 1. Soap/water for cleaning, 2. Water for rinsing and 3. Oxivir Tb for sanitizing and disinfecting.
Emergency policies and procedures are needed.

Playground:
The center uses the school playground. The playground safety inspections weren't being done monthly. Please practice and document monthly playground safety inspections. (If the playground isn't being used due to weather etc. you can not that on the form)

Transportation:
The center doesn't provide daily transportation services.

Administration:
Child files were read and were incomplete, some files needed to be updated annually, some files needed an annual physical. Please review all child files. Make sure all files have the complete registration packet. Amber stated that all children would be completing the annual registration packet in August 2023.
Three staff files were read and were in good order.
When the director is gone an on-site supervisor or knowledgeable staff person must be in charge.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The center is an excellent resource for the Villisca community.
Staff are positive and attentive to the needs of the children. The enrollment has grown.
Amber was working on a STEM grant.
Amber is going to take the NAC and medication certification training. Staff are completing the Passport training.
The center participates in the Quality Rating System and are a level 4, they will apply for IQ4K.

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

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.
Child files were read and were incomplete, some files needed to be updated annually, some files needed an annual physical. Please review all child files. Make sure all files have the complete registration packet. Amber stated that all children would be completing the annual registration packet in August 2023.

109.10(15)a: The center shall have written emergency plans and diagrams for responding to fire, tornado, flood, and plans responding to intoxicated parents, and lost or abducted children.Shall have guidelines for responding or evacuating in case of blizzards, power failures, bomb threats, chemical spills, or other disasters that could create structural damage to the center or pose health hazards.If center is within 10 miles of nuclear power plant, center shall have evacuation plan. Emergency plans shall include written procedures including plans for- Evacuation to safely leave the facility- Relocation to a common, safe location after evacuation- Shelter in place to take immediate shelter when the current location is unsafe to leave due to the emergency issue- Lock down to protect children and providers from an external situation- Communication and reunification with parents or other adults Responsible for the children which includes emergency telephone numbers- Continuity of operations- To address the individual children, including those with functional or access needs.
Emergency policies and procedures are needed.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.
The playground safety inspections weren't being done monthly. Please practice and document monthly playground safety inspections.

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.
You need a current fuel burning inspection/boiler inspection. Make sure you have a carbon monoxide detector if you have fuel burning appliances.

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.
Lesson plans/activities are needed.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is recommended for Southwest Valley Early Childhood Center - Villisca for 9-1-2022 to 9-1-2024.
Off year licensing visit 8-1-2023.

A referral to Child Care Resource and Referral for consultation and training was discussed with Amber Mullen.

*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.