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

Name of Center: The Tot Spot **Enrollment:** 38 **License ID No. (Reapplications)** 51483

Street: 904 J Ave **City:** Milford Iowa **Zip** 51351 **County:** Dickinson

Mailing Address: 904 J Ave, Milford, IA, 51351

Director's Name: Mandy Robertson **Phone Number:** 712-338-2730

On-Site Supervisor(s): **E-Mail:** mandyrobertson45@gmail.com

Date(s) of Visit: 08-27-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 08-02-2023

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

Date Inspected: 06-01-2021

Comments :

LICENSE TYPE: X **Child Care** **Preschool (ages 3-5 meets three hours or less per day)**

Financial Type: X Profit Non-Profit NA

Accredition: Accredited NAEYC NSACA Other X NA

Program Serves: X Infants (0-23 mo.) X 2 Years X Preschool-Age 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	16	6	21		43
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 09-01-2023 to 09-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jana Drew **Date:** 09-10-2024

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Visited the center on 08-27-24 and 09-06-24 and and spoke with Mandy Robertson, director & owner. Ms Robertson was an in home childcare provider and has several years working in childcare. The Tot Spot is in the building where Little Hands Childcare Center used to be. This program opened on 07-26-21. The center has three rooms for the children. Meals are prepared onsite in a kitchen that is inaccessible to the children. Two fenced-in playground areas are adjacent to the building. The program serves infants through school age Monday through Friday 6:30 am to 5:30pm.

There are 38 children enrolled in the program, however there were 24 children present at the the time of the visit. All areas of the program were observed. The areas observed consisted of classroom observations and activities, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review. The center continues in cleaning toys daily that children use.

The two-school year old room is one large area, however, an area is sectioned off for just the two year olds. Sufficient amount of toys for the number of children. Children have access to a bathroom. Toys are at the children's level and accessible. Daily schedule of activities was posted. The center has the following areas throughout the room for the children to explore and learn: blocks, puzzles, toys and books. Displayed throughout the room were colors, children's art work, numbers, pictures of the children and the alphabet. Child size furniture throughout the area.
.
The infant room - infants(6 weeks to 1year old) had sufficient amount of toys and equipment for children in the room. A changing table and sink are available in the room. Daily sheets are recorded on the Bright Wheel app which the center recently started using.

The one year old room has sufficient number of toys and equipment for when she has children for this room. Toys are accessible to the children and are at their level. A changing table and sink are available in the room.

Mandy states that she is in process of updating the children's files.

Center Nutrition Practices Observed
Refrigerator is clean and kept at the appropriate temperature. Good food storage practices were observed. The center follows the CACFP
guidelines for nutrition. Menus were posted. The meals are prepared onsite and meet the CACFP guidelines. The center has applied to be on the food program and is in the waiting to hear if they have been approved for the CACFP program.

Center Health & Safety
The center does provide medication to children. The program needs to ensure that meds are brought in their original container to be able to administer them. The center practices good sanitary procedures. First aid kit is sufficient to treat minor injuries. Monthly fire and tornado drills were completed. Radon testing has been completed and within normal range. Furnace report has been needs to be completed. All program areas were observed to be clean and well maintained.

Center Playground
They have two playgrounds adjacent to the center. One for the younger children under age two and one for older children. There is no climbing equipment. Surfacing in the order playground is pea gravel. The younger children's playground has grass with toys they bring out, however, needed an area of the fence fixed. Shade is available on the playground. Monthly playground inspections need to be documented.

Transportation:
The center does not transport

Goals of the center are to get on the Food Program, IQ4K(which she has started), update the playground and add turf to the toddler playground, as well as to update the kitchen.

Strengths of the center she has good staff and good communication with the children/families they serve and the community. The center purchased cameras for all the rooms and outside the building and playgrounds. Mandy feels she has a strong onsite supervisor.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Director is motivated and is wanting to be able to serve families in her community.

Center displays the children's art work in the rooms.

News letter for parents.

Center recently started using the Bright Wheel app for childcare which parents/staff really like for communication.

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

109.9(1)b: All files contain:A signed copy of DHS criminal history record check or any other permission form approved by the Department of public Safety for conducting an Iowa or national criminal history check. A copy of Request for Child Abuse Information.Copies of the results of Iowa records checks conducted.Copies of national criminal history check results.Any Department-issued documents sent to the center related to records check.
Number not in compliance: 2

109.9(1)d: All files contain a pre-employment physical exam report completed within six months prior to hire and at least every three years. Physical exams shall be documented on form 470-5152, Child Care Provider Physical Examination Report.
Number not in compliance: 2

109.9(1)e: All files contain documentation to indicate that ongoing staff training requirements are met, including current certifications in first aid/CPR and mandatory child abuse training.
Number not in compliance: 1

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: 3
Information lacking: Information was missing

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.
Number not in compliance: 2

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.

109.11(3)a: Center shall ensure that: Facility and premises are sanitary, safe, and hazard free. Adequate indoor and outdoor space is provided. The outdoor area shall include safe play equipment and area of shade. Sufficient space provided for dining. Sufficient lighting shall be provided. Sufficient ventilation. Sufficient heating. sufficient cooling. Sufficient bathroom and diapering facilities. Equipment, including kitchen appliances, are maintained so as not to result in burns, shock, or injury to children. 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.
Infant/toddler playground fencing needs to be fixed.

109.11(3)d: Record of monthly inspections of outdoor recreation area and equipment shall be kept.

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:

It is recommended to continue to work with CCRR.

Director needs to email consultant by 11-15-24 confirming that all Items that fall below standards have been corrected.

A full license is recommended at this time at this time.

At least one visit will be made to the center during the next year.

*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.