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

Name of Center: Burlington Area YMCA-Kiddie Campus at SCC **Enrollment:** 24 **License ID No. (Reapplications)** 51309

Street: 1500 West Agency Rd **City:** West Burlington Iowa **Zip** 52655 **County:** Des Moines

Mailing Address: 2410 Mt. Pleasant St, Burlington, IA, 52601

Director's Name: Lindsey Hohenberry **Phone Number:** 319-753-6734

On-Site Supervisor(s): Hannah Timmons **E-Mail:** lindsey@burlingtony.org

Date(s) of Visit: 06-17-2024, 07-18-2024

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

LICENSING VISITS

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

Signed Application (470-0722) Received X **Yes** **No** **NA** **Date Signed:** 01-25-2023

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

Date Inspected: 11-27-2023

Comments : completed and approved by Mark Crooks, due annually

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 X Other NA

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

Get-Well Evening Care X 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	12	12	12	10	46
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 03-01-2023 to 03-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Jill Seibert **Date:** 08-01-2024

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

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

Burlington Area YMCA- Kiddie Campus At SCC is located in an academic building on the campus of Southeastern Iowa Community College in West Burlington. Permission To Open was granted and doors to the center opened 3/1/2021. The program Director is Lindsey Koopmans. She holds a Bachelor's in Nursing and a BA in Communications Disorders and directs other childcare programs for the YMCA. Ms. Koopmans was formerly on site supervisor at the main Burlington YMCA Childcare site working in childcare at the YMCA since 2016. OSS Koopmans was promoted to Director in 2019 and is housed in the main YMCA location. She visits the center three times weekly. Hannah Timmons is the on site supervisor. She has been employed by the YMCA as OSS at other childcare sites and has 5 years experience working for Head Start and the Y. Two other staff have been appointed as designated persons in charge when Lindsey or Hannah are not present.

Gina Crabtree (Y Director), located in the main YMCA is available for support when needed. On 6/17/24 and 7/18/24 I made unannounced off year visits to the program and all areas were observed at that time. I met with On Site Supervisors and followed up after the visit with Director Koopmans. The visits consisted of classroom observations and activities, ratios, nutritional practices, health and safety practices, playground observation, field trip and transportation practices, and administrative review.

Staff were actively engaged in providing care to the children at the time of the visit. The program is secure and can only be accessed through a locked door. The program space was formerly utilized as a childcare for several years under different ownership. The program contains a separate space for infants, a designated eating area and a larger area for children ages 2 and up. After the visit this year it was decided to make the eating area into a classroom so children of varying ages could be separated. The building also contains a small kitchen.

Center Nutrition Practices:

The center chooses to participate in the CACFP Program. Food preparation and storage procedures were consistent with NHSPS. The center had thermometers in all refrigerators and freezers. The center offers breakfast, morning snack, lunch and afternoon snack. Each child was served a nutritionally balanced meal and snack as defined by CACFP guidelines per center menus. We discussed rule around food allergies. Allergy action plans should be posted in the kitchen if food allergies are present. The kitchen area is not accessible to children.

Center Health and Safety:

Medications are stored in original containers with physician/pharmacist directions and label intact. Medications are inaccessible to public and the center is able to provide documentation of medication given. Staff and children are aware of hand washing recommendations from the IDPH for appropriate hand washing. All first aid supplies recommended by the IDPH were available in the centers first aid kits.

Tornado and Fire Drills were practiced and documented once a month as required.

Radon testing indicates levels below 4 pciL. Updated testing is due every 5 years. Annual fuel burning appliances testing had been completed. The center contained carbon monoxide detectors as required. Lead based paint assessment is not necessary as the building was constructed after 1971.

Sanitary procedures for diapering/assisting with toilet training were reviewed last year. CCNC Nancy Granaman with IDPH can assist with consultation and training.

Child Care Nurse Consultant Nancy Granaman conducted a medication administration training in April. We discussed allergy action plans. Every child with a diagnosed allergy has a plan on file. Moving forward it will be made accessible to staff.

Capacity is followed at 35 square feet per child and 40 square feet per child in the infant room. Low walls dividing the areas can be relocated to modify square feet if more space is needed. Capacity for infants vs. older children may change as enrollment needs arise. The Director will approve any changes in capacity for each area with HHS.

Center Playground:

The center playground is immediately attached and is surrounded by a chain link fence. Shade is provided by trees and the building. The Childcare Outdoor Weather Watch is utilized on days outdoor play is questionable due to varying weather conditions. A first aid kit is taken outdoors as is any emergency medication. The area contains a storage shed.

Age appropriate play equipment is available and no safety hazards were observed.

Center Field trips/Transportation:

The center chooses to not leave the campus for field trips.

Center Administrative Records:

The following postings were available on the date of the visit: Mandatory Reporter, Handbook Availability, Consultant Contact, License, Emergency Procedures for fire and tornado, and no smoking signs.

Staff and child files are reviewed annually. The Director and OSS are closely tracking staff information and are aware of required training, physical, and background checks and expiration dates.

Child files have updated physicals and immunizations, pick up authorizations, emergency contacts, medical and dental information.

Each classroom had age appropriate curriculum posted. Lesson plans were appropriate which included: active and quiet times, large-group activities, small group activities and time to play alone or with others, indoor and outdoor playtimes, and time for children to select their own activities and teacher directed activities. I spoke with OSS regarding CCR&R assistance with schedules and curriculum. A wide variety of toys, educational games, puzzles, and books were available to the children to utilize. They were all in good condition. The environment was clean and well maintained. Classrooms were decorated with educational materials that were age appropriate.

Incident reports were reviewed. They are kept in child files and were complete.

The program has an Emergency Preparedness Plan specific to this location. All staff but new employees have been trained on the plan and have signed and dated acknowledgement of such.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

Director Koopmans is frequently on site and visits the child care rooms on a regular basis to ensure supervision is effective.

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

1. 109.10(15)c: Center shall develop procedures for annual staff and volunteer training on emergency plans. The OSS agreed to ensure all staff were trained on the EPP and sign and date acknowledgement of such.

2. 109.12(5)e: The provider shall follow safe sleep practices recommended by AAP for infants under one year of age: Infants shall always be placed on their back for sleep. Infants shall be placed on a firm mattress with a tight fitted sheet that meets Consumer Product Safety Commission federal standards. Infants shall not be allowed to sleep on a bed, sofa, air mattress or other soft surface. No child will be allowed to sleep in any items not designed for sleeping but not limited to, an infant seat, car seat, swing, bouncy seat. No toys, soft objects, stuffed animals, pillows, bumper pads, blankets, or loose bedding shall be allowed in the sleeping area with the infant. No co-sleeping shall be allowed. Sleeping infants shall be actively observed by sight and sound. If an alternate sleeping position is needed, a signed physician or physician assistant authorization with statement of medical reason is required. On the first visit a young infant was laid on a boppy pillow and was also observed to be asleep in a swing. Since that visit the center has eliminated boppy pillows. On the second unannounced visit made to the center in July Safe Sleep policies were being followed.

3. 109.9(2)g: Any child with allergies, a written emergency plan. Copy shall accompany child if they leave the premises. The OSS agreed to ensure all staff were trained on the allergy action plans for children they are supervising. They agreed that all allergy action plans or asthma plans contained a parent and physician signature. They agreed to post the plans so that staff could refer to them in an emergency.

V. SPECIAL NOTES/RECOMMENDATIONS:

Based upon this review, it is recommended that this center remain in Full licensing status. The center is directed to continue to monitor day to day practice and adjust accordingly to continue to ensure licensing rule is met consistently. It is important to note, all DHS licensing standards and procedures must be maintained during the renewal period.

HHS encourages you to contact your local nurse consultant. Child Care Nurse Consultants work with child care and early education businesses. Businesses may call or send questions to a child care nurse consultant about health and safety policies, health programs, health of personnel, and specific child health or safety issues. Nancy Granaman is the CCNC for the area. CCNC Granaman stated, "I have made several drop in visits to both the YMCA Childcare and Kiddie Campus in the past year. Discussed Health and Safety issues and given cases of gloves. I have a Health and Safety Checklist scheduled for the end of August at Kiddie Campus for IQ4K level 3 as well.

Nancy Granaman, RN
Des Moines County Child Care Nurse Consultant"

HHS encourages you to contact Child Care Resource and Referral. They offer centers assistance with meeting the DHS regulations, QRS, infant/toddler concerns, room arrangement and environment, developmental concerns, Best Practice information, CDA assistance, or any questions or concerns you may have. CCR&R can be consulted on curriculum development and implementation and other general child care questions. Jodi Norton is the CCRC for the area. Jodi Norton CCR&R Consultant visited the program on 2/22/22 after the DHS visit to address ratio and scheduling concerns, She visited again in March after staff had time to implement suggestions and other curriculum ideas.

The center now has a new CCR&R Consultant, Tabitha Copeland. She reported her contact with the center the past year as the following, "Most of the contact I have had with the program is about IQ4K things but on 2-2-24 I did speak with her about training options for staff, in March we had discussion about policies though that to tied into the IQ4K goals of the program, In April we discussed accepted thermometers for child care and I suggested she reach out to Nancy, We discussed the sick policy on May 30 for the program and nap cot requirements on June 18th

On 7-9-24 I did follow up with Kiddie Campus at SCC in regards to the safe sleep referral you sent. Spoke with all staff with focus on those in the infant area about safe sleep practices. Suggested the Theo would safe sleep training coming up in Burlington.

Tabitha Copeland
Child Care Consultant
Child Care Resource & Referral of Southeast Iowa
Community Action of Eastern Iowa
tcopeland@caeiowa.org"

T: 563-362-8228
500 E 59th St.| Davenport, IA 52807| www.iowaccrr.org
Serving 19 Counties

Funding provided by the Iowa Department of Human Services through the Child Care and Development Fund

The Director is slowly adding enrollment to the program. Administration has a history of accessing Child Care Resource and Referral Consultant Jodi Norton/Tabitha Copeland and Iowa Department of Public Health Child Care Nurse Consultant Nancy Granaman to ensure best practice measures are implemented in several areas.

*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.