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

Name of Center: Cedar Valley Kids Childcare Center **Enrollment:** 26 **License ID No. (Reapplications)** 52083

Street: 1955 Heath ST **City:** Waterloo Iowa **Zip** 50703 **County:** Black Hawk

Mailing Address: 1955 Heath ST, Waterloo, IA, 50703

Director's Name: Mary "Louise" Wilder & Michelle Even **Phone Number:** 319-226-2266

On-Site Supervisor(s): Mary "Louise" Wilder & Michelle Even **E-Mail:** cedarvalleykidscc@gmail.com

Date(s) of Visit:

Licensing Visit **Unannounced Visit** **Off Year Visit** X **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: 01-03-2023

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 X 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	16	10	10	22	58
Summer					0

QRS Rating: N/A

RECOMMENDATION FOR LICENSE:	
X	**FULL** license from 06-01-2023 to 06-01-2025
	PROVISIONAL license from
	DENIAL of initial application
	SUSPENSION of license
	REVOCATION of license

Licensing Consultant: Becky Frost **Date:** 10-18-2023

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

N/A

II. IDENTIFY THE AREAS OBSERVED ON THE VISIT:

On 05/09/23 I made an unannounced licensing visit to Cedar Valley Kids Childcare Center in Waterloo. I met with Mary "Louise" Wilder, the interim director. Ms. Wilder is a retired Waterloo School teacher with many years of experience. Michelle Even was hired as the new director. Her start date is 05/30/23. Ms. Even has a BA in early childhood. She had her own childcare home for six years and worked in a center for two years. She most recently was a clinic supervisor for Unity Point. Annie Horrigan is assisting Ms. Wilder in running the center until Ms. Even starts. Ms. Horrigan is a project manager at Unity Point. There are eleven staff members employed by the center.

Cedar Valley Kids Childcare Center is in a free-standing building owned by Unity Point Hospital. The program is part of Unity Point Hospital. They were given permission to open without a license was given on 02/06/23. They have plans to build a new childcare center in Waterloo in the near future. The program operates 6:00 am until 8:00 pm Monday through Friday and serves infants through school-age children. There are currently 26 children enrolled. Community resources are available in the entrance for parents.

The program has five rooms available but is currently operating out of three rooms. The Oak Room is for infants (birth -12 months). There is a second infant room (Birch Room) that is currently not in operation. The Maple Room serves toddlers (12-24 months); The Willow Room cares for children ages two through 4-years-old. The Cedar Room is for school-age children, and it is currently not in use. Windows provide natural lighting. The rooms are decorated with pictures of the children and their families, the children's art projects, and posters to assist the children with the learning process, such as the alphabet, shapes, colors and numbers. The children's birthdays were posted. There is an area for circle time. All rooms were within ratio during my visit.

The centers observed on the day of the licensing visit include library, Lego/blocks, table toys, games, puzzles, transportation, art, dramatic play, writing, science/discovery, and magnets. Centers were arranged in a manner that allowed easy movement between activities, but it also allowed for clear supervision by staff members. Materials were in good condition. The materials are located at child level, so they were easily accessible to the children.

The center currently uses a variety of resources to develop lesson plans. The center plans to use the Creative Curriculum and complete the Ages and Stages Questionnaire (ASQ) assessment tool to evaluate and track each child's individual development. They will have a permanent assessment portfolio passed to the next teacher when there is a transition. Each teacher develops their own lesson plans. Activities are based on themes. Themes may last one or two weeks. Current lesson plans were only available for review in the infant room. The Maple Room and Willow Room had old lesson plans posted. Lesson plans should be developed each week and available for review during licensing visits and by parents anytime. The program plans to use Positive Behavioral Interventions and Support (PBIS) for children's behavioral needs. They also plan to use "Flip It" which stands for Feelings, Limits, Inquiries and Prompts. This provides supportive steps to help children learn about feelings, gain self-control and reduce challenging behaviors. Parent teacher conferences will occur twice each year.

The program is using the Playground app for daily sheets for the children under the age of two-years-old and to

communicate with parents. The Playground app does not have a space to document the child's mood. This must occur daily for children under the age of two. I discussed adding this under the "observation" tab.

There was a phone in each classroom and emergency numbers were posted. Emergency fire and tornado procedures and evacuation diagrams were posted by all the main program doors and most outdoor exits in the center. Post the evacuation diagram near the outdoor exit in the Willow Room. A daily schedule was posted.

Cribs are used to nap in the infant room and then children transition to cots. Cots are stored appropriately.

I asked about documentation of monthly fire and tornado drills. The program did not have any documentation. The initial director hired for the program has left employment with the program. She would have been the one responsible for these. I asked about playground inspections. Again, there was no documentation of them being completed. Ms. Wilder is aware that fire and tornado drills and playground inspections must occur every month.

A radon test was not completed yet. The program has one year to complete this from the time they open. The annual fuel burning inspection could not be located. This must occur every year. A carbon monoxide detector was on site in every room except for the Oak Room. Outlets were protected. The fire marshal inspection occurred on 01/12/23.

The program does not currently participate in the Child and Adult Care Food Program (CACFP) but plans to soon. The program serves breakfast, lunch and a morning and afternoon snack. A later snack will also be provided to children who stay later into the evening. Breakfast and snacks are prepared by the center and lunch is prepared by Trio Community Meals and delivered to the center. The program uses a five-week rotation of menus for breakfast and snacks.

The kitchen was observed to be clean and organized. There is a dishwasher and sinks available to use the three-step method in the kitchen. Food items were stored according to NHSPS guidelines. There is a refrigerator, but you must add thermometers.

Each room, besides the Willow Room, has a refrigerator and thermometers were present. In the infant room, the program offers one kind of formula, or the parents can provide another formula if they desire. The center provides baby food, cereal and snacks. Feeding and changing schedules were posted in the infant room. The bottles are washed in the room using the three-step method.

Each room has a changing table and procedures were posted. Each classroom has access to a bathroom with one toilet and one sink and handwashing procedures were posted. I observed or discussed diaper changes with the staff members. They are being correctly performed in the infant room. In the Maple Room and Willow Room, the staff members left the gloves on throughout the entire process. Gloves are considered soiled and must be removed prior to the new diaper and dressing the child. They are not washing the children's hands with soap and water following the diaper change in the Maple Room. This must always occur.

In the Maple Room the changing table is in an area gated off. I observed a staff member step over the gate while holding a child. This cannot occur. This is considered unsafe as the staff member could trip over the gate.

Over the counter medications and sunscreens must be labeled with the children's names even if they are stored in bins with the children's names.

Bleach is used to sanitize the food tables and bleach is used on the changing tables. However, the center is not mixing the bleach strong enough to be a disinfectant. A disinfectant must be used on changing tables.

The parent information is located inside the entrance. The mandatory reporter, childcare consultant and the handbook availability were posted. The Permission to Open Without a License letter was conspicuously hung. A no-smoking sign was posted at the entrance.

There are two fenced in playground areas. One area is for infants and has a concrete area and a small grassy area. There is a small slide on the grass. This has a fall height greater than 18 inches and requires fall surfacing. This should be removed.

The second area is for the older children. There is a concrete area and a small grassy area. There is a playhouse and basketball hoop. There is a tress for shade.

Staff and children files were reviewed at the time of the licensing visit. I reviewed eight children files. Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Seven files did not have adequate dental emergency contact information and three did not provide adequate doctor emergency contact information. There was one immunization that is not valid because it is not on the Iowa Department of Health certificate.

I reviewed four staff files. Two files did not have documentation of Iowa background checks (SING). There were two missing physicals and one physical did not have the second page with the TB assessment and physician's signature. Several staff members are new and have not completed first-aid and CPR training. Make sure someone is always present who has these trainings.

I reviewed policy and procedures, staff and parent handbooks. The necessary written emergency procedures and policies were present.

Emergency Preparedness Plans have not been completed. The previous director was responsible for completing them and did not follow through. The program is now working on them. The program is going to have the hospital emergency preparedness staff assist them in developing these.

Staff members were observed to have good interaction with the children. They were enthusiastic and provided the children with praise. I observed staff members singing and dancing with children. They were assisting the children in making Mother's Day gifts. Staff members were patient and took my suggestions and recommendations well. The staff members in the infant room knew the children's schedules well and were observed to be nurturing and attentive.

III. IDENTIFY THE OBSERVED STRENGTHS OF THE CENTER:

The program is in a secured building and there are cameras in the rooms.

Ms. Wilder states they have an "all hands on deck" approach to making sure the childcare center is successful. Unity Point staff members have stepped-up to help at the center.

Ms. Wilder states they will continue to strive to get great workers. They want to provide the staff members with more support with lesson plans so they have children engaged in activities and with the learning procedures.

Ms. Wilder states the staff members the center has have stepped up when they know the expectations.

Ms. Wilder states they are trying to do more team building so the staff members can rely on each other and trust each other. The camaraderie is improving and staff members are starting to express concerns or share better ways of doing things.

Ms. Wilder states she loves the building they operate out of and they are looking for ways to make it better.

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(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
Number not in compliance for dental: 7
Information lacking: Files must contain emergency contact information for the doctor and dentist of each child. The doctor and dentist's name, phone number and complete street address must be provided. Seven files did not have adequate dental emergency contact information and three did not provide adequate doctor emergency contact information.

109.9(3): Signed and dated Iowa immunization certificates are on file for each child enrolled.
Number invalid: 1

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.

109.10(15)b: Emergency instructions, phone numbers, and diagrams for fire, tornado, and flood shall be visibly posted and documented at least once a month for fire and tornado. Records shall be maintained for current and previous year.

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.

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.

109.12(5)b: Infants diapered in a sanitary manner as needed in central diapering area.One changing table for every 15 infants/toddlers needing diaper changes.Diapering, sanitation, and handwashing procedures posted and implemented in central diapering area.
Additional concerns: In the Maple Room and Willow Room, the staff members left the gloves on throughout the entire process. Gloves are considered soiled and must be removed prior to the new diaper and dressing the child. They are not washing the children's hands with soap and water following the diaper change in the Maple Room. This must always occur. The center is not mixing the bleach strong enough to be a disinfectant. A disinfectant must be used on changing tables.

V. SPECIAL NOTES/RECOMMENDATIONS:

A full license is issued. All DHS licensing standards and procedures must be maintained during the renewal period.

An administrative change is being made to name Michelle Even as the new director. She started as the center's director on 05/30/23. Mary "Louise" Wilder will remain on as an interim director until Ms. Even is trained.

An administrative change is made to change the end date for the full license to 06/01/25. It was down as 06/01/23 in error, as my visit occurred in May 2023.

*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.