

Licensing Rules Relevant to the Complaint:

109.8(2). Ratio is maintained as required by Iowa Code.

109.10(16). All assigned staff shall provide careful supervision.

Inspection Findings:

I, along with additional DHS personnel, conducted unannounced and announced visits to Harvest Christian Daycare and Learning Center on 9/30/2013, 10/22/2013, and 11/5/2013. The following is based upon observations while on-site, review of numerous paperwork items (including staff files, child files, emails, and written policies), a face-to-face interview with pastor Debbie Eberly, face-to-face interviews with director Katie Warner, face-to-face interviews with assistant director Kimberly Budak, a face-to-face interview with staff Tammy O, face-to-face interviews with staff Christian C, a face-to-face interview with staff Jennifer R, face-to-face interview with staff Brandi B, interview with staff Danielle R, face-to-face interviews with staff Michael M, and face-to-face interviews with staff Kaleb M:

109.8(2). Ratio is maintained as required by Iowa Code. RULE WAS VIOLATED.

109.10(16). All assigned staff shall provide careful supervision. RULE WAS VIOLATED.

All staff interviewed verified the above incidents did occur. It is important to note, some of the facts provided by the various staff interviewed were inconsistent with one another. It is clear, however, that each of the above incidents did happen. All staff involved took ownership in what happened and appeared to be vested in wanting to help prevent any further incidents from occurring. Harvest Christian Daycare and Learning Center management team (Ms. Eberly, Ms. Warner, and Ms. Budak) all talked about how the incidents that occurred have not been taken lightly and that actions plans have been established for all involved.

Special Notes and Action Required:

On 9/30/2013, Harvest Christian Daycare and Learning Center management provided staff Christian C with a written "Steps to Do" list when children are accessing the outdoor playground.

On 9/30/2013, Harvest Christian Daycare and Learning Center management provided staff Kaleb M with a written "Steps to Do" list when children are accessing the outdoor playground.

On 10/23/2013, Ms. Budak forwarded the center's new written Playground Transition Procedure. Ms. Budak has reported all staff have been trained on the program's new written policy.

On 11/20/2013, Ms. Budak reported all child care staff are signed for the mandatory abuse reporter training scheduled at the Cedar Rapids Public Library on 12/5/2013. It should be noted, Christian C (10/4/13), Kaleb M (10/4/13), and Michael M (10/6/13) also completed the online mandatory abuse reporter training (through Prepare Iowa) since these incidents occurred.

Please also consider adding a security mirror to the L-shaped playground to help prevent any children from being left on the playground.

The following additional items need to be forwarded (by mail, scan/email, or fax) to DHS licensing within 45 days of receipt of this report or a change in license status may occur:

- (1) Documentation that Christian C has completed first-aid, CPR, and universal precautions training. Also, documentation of a current physical.
- (2) Documentation that Kaleb M has completed first-aid, CPR, and universal precautions training. Also, documentation of a current physical.
- (3) Documentation that Michael M has completed first-aid, CPR, and universal precautions training. Also, documentation of a current physical.
- (4) Verification that the exposed insulation and areas of chipping building paint on the outdoor playground has been corrected. Remove or secure any electrical cords, wires, etc. that are within access of children on the outdoor playground. Increase the wood chip cushion surface depth to meet the US CPSC guidelines.
- (5) A copy of a staff sign-in sheet from the next all staff meeting (with all staff in attendance) documenting that incident report writing, mandatory abuse reporting guidelines, and the program's new Playground Transition Plan have been reviewed with each staff by Harvest Christian Daycare and Learning Center management. A copy of the sign-in sheet shall also be maintained in each staff file.
- (6) Documentation that each driver (of each mini-bus, each car, etc.) is completing a checklist each time he/she transports a child(ren). The checklist shall include the driver walking from the front of the bus to the back once all children have exited to ensure no children remain on the bus. The checklist shall include the names of all children riding and that each child has been

checked off and accounted for each time he/she is transported (for example a clip board with children's names to be initiated upon transport). Also, the checklist shall include a cleaning checklist during the walk through (to ensure any refuse is disposed of).

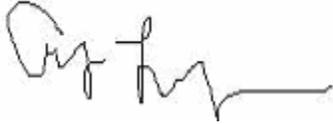
If you need assistance with the above, please contact Cedar Rapids Child Care Resource and Referral agent Marie Rompot at 319-432-1076 and/or the area's health consultant Jean Randolph at 319-393-7811, ext. 1016.

If you feel something is unclear or unjustly cited, please contact me (phone 319-892-6827; email alyons@dhs.state.ia.us <<mailto:alyons@dhs.state.ia.us>>) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If I have failed to provide for you any information discussed during my visit, please contact me and I will forward the information to you. Thank you.

Consultant's Signature:

Date:

12/02/2013

A handwritten signature in black ink, appearing to read 'Alyons', followed by a horizontal line extending to the right.