



On 9/4/2013, I observed a bell had been added to one of the basement doors to help notify staff when someone is entering and exiting the preschool classroom. Ms. Gourley also explained that the 2-year-old children no longer empty their meal/snack dishes in the preschool room.

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During the course of this complaint visit, the following additional rule violations were noted:

109.10(10). Incidents involving a child, including minor injuries, minor changes in health status, or behaviors concerns, shall be reported to the parent on the day of the incident. A written report shall be provided to the parent or person authorized to remove the child from the center. The written report shall be prepared by the staff member who observed the incident and a copy shall be retained in the child's file. No written incident report had been completed for the above incident.

109.4(4). Requirements and procedures for mandatory reporting of suspected child abuse as defined in Iowa Code section 232.69 shall be posted and followed. All staff employed at Knox Daycare are mandatory reporters. Staff failed to identify and report suspected child abuse.

109.8(2). Ratio is maintained as required by Iowa Code. On 9/4/2013, the toddler room was out of ratio (5 infants to 1 staff). On 9/5/2013, the program was also out of ratio. When I arrived on-site, there were 15 children (4 infants, two 2-year-old children, four 3-year-olds children, four 4-year-old children, and 1 school-age child) combined in the preschool room. At one point, there were no staff in the preschool room supervising the children.

109.11(4). New rooms established after 11/1/95 shall provide for at least one sink in the same area as the central diapering area. On 9/4/2013, the toddler room was located in a room without a hand washing sink. On 9/5/2013, the toddler room was not in use. On 9/13/2013, the toddler room and 2-year-old room had switched classrooms. This rule was remedied on 9/13/2013.

109.10(7)c. Staff did not hand wash after diapering in the toddler room.

109.10(8)b. An infant's hands were not washed after being diapered in the toddler room.

109.12(5)b. Infants diapered in a sanitary manner as needed in a central diapering area. Staff did not properly clean and disinfect the diaper changing station between diaper changes in the toddler room. The diaper station was not cleaned. Staff used a generic Lysol aerosol spray on the wooden diaper station. The generic Lysol has a 10 minute dwell time which was not followed.

109.6(2). On-site supervisor meets qualifications and on-site supervisor's qualifications form is submitted to the consultant prior to employment and is sufficient to make a determination. A posting was observed in the center noting Ms. Young was a director of the program. However, no paperwork had been received in order to approve Ms. Young for this position. This rule was violated until 9/5/2013. On 9/5/2013, Ms. Young and I filled out the On-Site Supervisor Qualifications form together. This rule was remedied on 9/5/2013.

**Special Notes and Action Required:**

It is important to note, several times during the 9/4/2013 unannounced visit, Ms. Gourley got up to walk around, check on things, and make phone calls. When asked who she was calling during the middle of the meeting, Ms. Gourley reported church board member Janet Wilson as well as Papa John's to order pizza. On 9/4/2013, Ms. Gourley also expressed frustration with our being present on-site and questioned why we didn't call before showing up. Ms. Gourley, other DHS staff, and myself discussed how Ms. Gourley is currently the program's director, cook, maintenance staff, etc. and that it appeared she needed assistance. Ms. Gourley denied needing any help and stated the church has no money.

On 9/4/2013, Ms. Gourley talked about needing to know if Jessica P could return to work since the program was short staffed. Ms. Gourley then acknowledged it was not her decision on whether Jessica P returned to work but that it would be up to the church board which would be meeting on 9/9/2013. It is important to note, on 9/5/2013, I returned to Knox Daycare to conduct a full license visit. On that day, Jessica P was working. Board member Janet Wilson and on-site supervisor Ms. Young were also present. Ms. Gourley, Ms. Wilson, Brie Y, and myself discussed how Ms. Gourley told myself and another DHS staff (the day before) that Jessica P would not be allowed to return to work until the church board met on 9/9/2013. I asked Ms. Wilson if the church board reviewed the situation on 9/4/2013. Ms. Wilson stated no and that she talked with Ms. Gourley about this.

Aerosols and air fresheners are respiratory irritants which can trigger respiratory illnesses including asthma in young children. Caring for Our Children: National Health and Safety Performance Standards (NHSPS) states that materials which create toxic fumes or gases shall not be used. This would include cleaning products, aerosols, air fresheners, and craft supplies. As a result, aerosols shall only be used at the end of the day when no children are present on-site. Discontinue the use of products such as generic Lysol.

Wood is not able to be properly cleaned and disinfected. Ensure diaper stations are made of a non-porous services to aid in sanitation.

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On 9/13/2013, I conducted a follow-up visit to Knox Daycare. Linn County Child Care Resource and Referral (CCR&R) agent Denise Rhodes was also present. We discussed the need to make corrections.

Forward a written corrective action plan within 10 days of receipt of this report. Failure to do so may result in a change of your program's license status. Licensing strongly recommends you continue to seek the assistance (in making corrections) of Linn County Child Care Resource and Referral (CCR&R) agent Denise Rhodes at 319-321-2725 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:**

09/25/2013

