



checked with each staff working that day and reported that each staff denied the child asked him/her to use the restroom. Megan M stated when she told the 5-year-old child no staff recalled him/her asking to leave the child care area and use the restroom, he/she later admitted he/she didn't ask because it was an emergency.

Ms. Kloubec reported she was not on-site on the day of the incident. Ms. Kloubec stated Megan M was the responsible person in charge at the time. Ms. Kloubec reported Megan M did contact her via telephone (the evening of the incident) to inform her about the incident. Ms. Kloubec reported the child's parent was made aware of the situation that day at pick-up. It is important to note, an accident report was observed in the child's file.

Ms. Kloubec talked about how the morning after the incident, there was a meeting at the school with the child's parent, the Vice Principal and herself in order to better understand what occurred. Ms. Kloubec reported the child's parent did not agree with how staff wrote the accident report. Ms. Kloubec talked about apologizing to the child's parent for the incident and explained what had been done to help prevent an incident like this from happening again. Ms. Kloubec reported she spoke with each staff about ensuring they are spread out in the child care area, engaged with the children, and ensuring children are in ratio/supervised at all times including during restroom breaks. Ms. Kloubec stated all children enrolled in the program were reminded to not leave the child care area without a staff accompanying them. Ms. Kloubec stated children were also told if they had a restroom emergency, they are to raise their hand and yell that they have a restroom emergency to get staff's immediate attention rather than just leaving the child care group/area.

**Special Notes and Action Required:**

Based upon the above, no further action is required.

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) <<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:**

02/13/2015

