02/27/2025

Holly Manley-Wirtz
7421 Berkshire DR NE
Cedar Rapids, IA 52402

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home C conducted on 02/27/2025. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. You are not a participant in the voluntary Quality Rating and Improvement System. The following areas were out of compliance at the time of the visit:

441 IAC 110.8(3)	**Medications and Hazardous Materials**
441 IAC 110.8(3)"a"	All medicines and poisonous, toxic, or otherwise unsafe materials shall be secured from access by a child

Findings:

An annual compliance check was completed on 2/27/25 and the following was out of compliance:

441 IAC 110.8(3)"a" All medicines and poisonous, toxic, or otherwise unsafe materials shall be secured from access by a child.

Holly had chemicals/cleaners under her bathroom sink and under her kitchen sink that were not secured from access by a child. She did have appropriate safety latches on both cabinets they just were not latched at the time of this annual compliance check. Holly did secure both cabinets while this worker was present.

Suggestions/Recommendations:

A re-check is not needed at this time. Corrections need to be made by 3/20/25 and will be reviewed at the next annual compliance check.

I encourage you to work with Ashley Cram with Child Care Resource and Referral if you have any ongoing compliance or training needs.

Ashley Cram can be reached at 563-362-8224

Thank you for your service in providing childcare in your community.

Corrective Action Required:

Holly needs to ensure that all medicines and poisonous, toxic, or otherwise unsafe materials shall be secured from access by a child at all times. She did secure those while this worker was present.

Non-compliance with any of the mandated requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations.

Please do not hesitate to contact me at DHS at 319-429-0749 or christy.weber@hhs.iowa.gov if you have any questions regarding this letter.

Sincerely,

Christine Weber

Social Worker II

Sheila Aunspach

Social Work Supervisor

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 877-216-8481

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html

You may also access training at: https://ccmis.dhs.state.ia.us/trainingregistry/

All providers need to maintain compliance with rules set out in Iowa Administrative Code, Chapter 110, which includes: 441 IAC 110.5(1): Check with the appropriate authorities to determine how the following local, state, or federal laws apply to you: • Zoning code • Building code • Fire code • Business license • State and federal income tax • Unemployment insurance • Worker's Compensation • Minimum wage and hour requirements • OSHA • Americans with Disabilities Act (ADA).