04/25/2025

Leah Andersen
2305 Benson Shady Grove AVE
Jesup, IA 50648

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 04/24/2025. 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:

FINDINGS:	**Identify FINDINGS in each area of non-compliance.**
441 IAC 110.6	Limit. Except as provided in subrule 110.6(3), no greater number of children shall be received for care at any one time than the number authorized on the registration certificate.
441 IAC 110.8(1)	**Facility Requirements**
441 IAC 110.8(1)"h"	The home shall have at least one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. Each smoke detector shall be installed according to manufacturer's recommendations. The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes
441 IAC 110.8(1)"n"	Providers shall inform parents of the presence of any pet in the home. **1.** Each dog or cat in the household shall undergo an annual health examination by a licensed veterinarian. Acceptable veterinary examinations shall be documented on Form 470-5153, Veterinary Health Certificate. This examination shall verify that the animal's routine immunizations, particularly rabies, are current and that the animal shows no evidence of endoparasites (roundworms, hookworms, whipworms) and ectoparasites (fleas, mites, ticks, lice). **2.** Each pet bird in the household shall be purchased from a dealer licensed by the Iowa department of agriculture and land stewardship and shall be examined by a veterinarian to verify that it is free of infectious diseases. Acceptable veterinary examinations shall be documented on Form 470-5153, Veterinary Health Certificate. Children shall not handle pet birds. **3.** Aquariums shall be well maintained and installed in a manner that prevents children from accessing the water or pulling over a tank. **4.** All animal waste shall be immediately removed from the children's areas and properly disposed of. Children shall not perform any feeding or care of pets or cleanup of pet waste. **5.** No animals shall be allowed in the food preparation, food storage, or serving areas during food preparation and serving times

441 IAC 110.8(3) **Medications and Hazardous Materials**

441 IAC 110.8(3) "d" The provider shall establish procedures related to infectious disease control and handling of any bodily excrement or discharge, or blood. Soiled diapers shall be stored in containers separate from other waste.

441 IAC 110.8(4) **Emergency Plans**

441 IAC 110.8(4) Emergency Plans: plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

441 IAC 110.8(4) "a" Fire and tornado drills shall be practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file for the current year and the previous year.

441 IAC 110.9 Files

441 IAC 110.9(1) **A provider file is maintained and shall contain the following:**

441 IAC 110.9(1)" a" A physician's examination report for the provider and all members of the provider's household aged 18 years or older. Acceptable physical examinations shall be documented on Form 470-5152, Child Care Provider Physical Examination Report. All children residing in the household must have medical documentation outlined in 110.9(4) "d", 110.9(4) "f", and 110.9(4) "g"

441 IAC 110.9(1)" b"(2) Documentation from the department confirming the record checks required under 441 IAC 110.11(3) have been completed and authorizing or conditionally limiting the person's involvement with child care.

441 IAC 110.9(4) Children's Files. An individual file for each child shall be maintained and updated annually or when the provider becomes aware of changes. The file shall contain:

a. Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child, and the parent's work address and telephone number.

b. Emergency information including, at a minimum, where the parent can be reached, the name, street address, city and telephone number of the child's regular source of health care, and the name, telephone number, and relationship to the child of another adult available in case of emergency.

c. A signed medical consent from the parent authorizing emergency treatment.

d. An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician

1. The date of the physical examination shall not be more than 12 months before the child's first day of attendance at the child development home.

2. The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary.

3. For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physical examination report.

4. The examination report or statement of health status shall be on file before the child's first day of care

e. For children under the age of 6,a statement of health condition signed by a physician or designee submitted annually from the date of the admission physical. For a child who is enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physician statement.

f. For each school-age child, on the first day of attendance, documentation of a physical examination that was completed at the time of school enrollment or since.

g. A signed and dated immunization certificate provided by the state department of public health. For the school-age child, a copy of the most recent immunization record shall be

acceptable.
h. For any child with allergies, a written emergency plan in the case of an allergic reaction. A copy of this information shall accompany the child if the child leaves the premises.
i. Documentation that is signed by the parent and names persons authorized to pick up the child. The authorization shall include the name, telephone number, and relationship of the authorized person to the child.
j. Written permission from the parent for the child to attend activities away from the child development home.**k.** Injury report forms documenting injuries requiring first aid or medical care
l. If the child meets the definition of homelessness as defined by section 725(2) of the McKinney-Vento Homeless Education Assistance Act, the family shall receive a 60-day grace period to obtain medical documentation.

441 IAC 110.14 **SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "B"**

441 IAC 110.14(1) “a” No more than eight children not attending kindergarten or a higher grade level shall be present at any one time

441 IAC 110.14(1)“ c” In addition to the eight children not in school, no more than four children who attend school may be present

441 IAC 110.14(1)“ e” If more than eight children are present at any one time for a period of more than two hours, the provider shall be assisted by a department-approved assistant who is at least 14 years old, unless extra children are present as a result of an emergency school closing

Findings:

An annual compliance check was completed on 4/24/25 and the following was out of compliance:

441 IAC 110.6 Limit. Except as provided in subrule 110.6(3), no greater number of children shall be received for care at any one time than the number authorized on the registration certificate.
Leah did have 10 preschool age and below in her care on this date. She did not have her approved assistant present and even if she did, she is only allowed 8 children preschool aged and below at one time. She did have a friend visiting with her own 4 children and reportedly visits the home frequently. We did discuss that school aged children are defined by if they have started Kindergarten (not preschoolers). We also discussed that her friend is not an approved caregiver or household member so should not be in that role (what appears to be several days per week).

441 IAC 110.8(1)“h” The home shall have at least one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. Each smoke detector shall be installed according to manufacturer’s recommendations. The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes.
Leah needs to replace two smoke detectors (1 in a bedroom upstairs and 1 in a bedroom on the main level.)
Leah did not have any documentation of monthly testing of smoke detectors for this calendar year and for the second half of last year.

441 IAC 110.8(1)“n” Providers shall inform parents of the presence of any pet in the home.
Each dog or cat in the household shall undergo an annual health examination by a licensed veterinarian. Acceptable veterinary examinations shall be documented on Form 470-5153, Veterinary Health Certificate. This examination shall verify that the animal’s routine immunizations, particularly rabies, are current and that the animal shows no evidence of endoparasites (roundworms, hookworms, whipworms) and ectoparasites (fleas, mites, ticks, lice).
The pet exam for Aza had expired.

441 IAC 110.8(3) “d”
The provider shall establish procedures related to infectious disease control and handling of any bodily excrement or discharge, or blood. Soiled diapers shall be stored in containers separate from other waste.
In discussing this area, Leah did not have a procedure to ensure that handling of bodily fluids area in a separate

container from other waste.

441 IAC 110.8(4) Emergency Plans: plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

Leah did have this plan but the one by her secondary exit was not visible. She did move it while this worker was present.

441 IAC 110.8(4) “a” Fire and tornado drills shall be practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file for the current year and the previous year.

Leah did not have any documentation of monthly fire and tornado drills for this calendar year or for the last half of last year.

441 IAC 110.9(1)“a” A physician’s examination report for the provider and all members of the provider’s household aged 18 years or older . Acceptable physical examinations shall be documented on Form 470-5152, Child Care Provider Physical Examination Report. All children residing in the household must have medical documentation outlined in 110.9(4) “d”, 110.9(4) “f”, and 110.9(4) “g”

Leah and her husband both had expired health exams.

Leah shared that all four of her kids need an updated physical as well.

441 IAC 110.9(1)“b”(2) Documentation from the department confirming the record checks required under 441 IAC 110.11(3) have been completed and authorizing or conditionally limiting the person’s involvement with child care.

Leah could not locate the documentation approving who has been approved to reside in the home.

Leah also had a friend present on this date with 4 of her own kids. Leah indicated that her friend frequently comes over in the winter months and they provide care together. We did discuss that this individual is not an approved household member or an approved assistant who can assist with care of the children.

We did discuss that if this individual should not be coming to the childcare home regularly and cannot assist with any care of the childcare children unless approved to do so.

441 IAC 110.9(4) Children’s Files. An individual file for each child shall be maintained and updated annually or when the provider becomes aware of changes. The file shall contain:

An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician

The date of the physical examination shall not be more than 12 months before the child’s first day of attendance at the child development home.

The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary.

For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physical examination report.

The examination report or statement of health status shall be on file before the child’s first day of care

For children under the age of 6, a statement of health condition signed by a physician or designee submitted annually from the date of the admission physical. For a child who is enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physician statement.

For each school-age child, on the first day of attendance, documentation of a physical examination that was completed at the time of school enrollment or since.

Leah was missing 1 initial physical and 3 updated/annual physicals for children in care.

441 IAC 110.14(1) “a” No more than eight children not attending kindergarten or a higher grade level shall be present at any one time

441 IAC 110.14(1)“c” In addition to the eight children not in school, no more than four children who attend school may be present

441 IAC 110.14(1)“e” If more than eight children are present at any one time for a period of more than two hours, the provider shall be assisted by a department-approved assistant who is at least 14 years old, unless extra children are present as a result of an emergency school closing

Leah had 10 children (preschool aged and below) present on this date with no approved assistant. Leah did not seem to understand that preschoolers are not counted as school aged children, and she did not seem to understand that part time kids count towards those 8 children when they are present. We did discuss that she cannot have more than 8 preschool aged and below at one time.

Suggestions/Recommendations:

A re-check is not needed at this time. Corrections need to be made by 5/15/25 and will be reviewed at the next annual compliance check. Please send pictorial verification of the items where specifically noted below.

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

Lisa can be reached at 319-334-5900

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

Corrective Action Required:

Leah needs to ensure that no greater number of children shall be received for care at any one time than the number authorized on the registration certificate.

Leah needs to replace two smoke detectors (1 in a bedroom upstairs and 1 in a bedroom on the main level.) Leah needs to send pictorial verification when installed.
Leah needs to ensure that she is testing each smoke detector monthly and keeping a record of testing for inspection purposes.

Leah needs to obtain an updated/annual pet exam for Aza.

Leah needs to ensure that she has an establish procedures related to infectious disease control and handling of any bodily excrement or discharge, or blood. Soiled diapers shall be stored in containers separate from other waste.

Leah needs to ensure that her plans for fire and tornado are written and posted (and visible) at her primary and secondary exits.

Leah needs to ensure that fire and tornado drills are practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file for the current year and the previous year.

Leah needs to obtain updated physicals (on the approved HHS form) for herself and her husband.
Leah needs to obtain updated physicals for her four children.

Leah should try to locate the documentation from HHS approving who can reside in the childcare home. If she cannot locate it, she needs to make sure that she keeps the documentation that will be sent to her at her next review.
Leah needs to take steps to get her friend approved as an assistant if she plans to have her in that role in the future and approved to be around the childcare children even if not approved as an assistant.

Leah needs to work with parents to obtain all of the required documentation for the children's files.

Leah needs to ensure that she does not go over the 8 preschool aged and below children that she is allowed at one time. She can have up to 12 but only if 4 of those are in Kindergarten or above and if she does not have an assistant present, she can only have those extra four school agers for two hours at a time.

Addendums:

- Addendum1: Leah's annual compliance check was completed on 4/25/25. There were several areas out of compliance but she only needed to send pictorial verification of a couple of smoke detectors being installed.

  Leah did send pictorial verification of the smoke detectors on 6/5/25.

  Leah needs to ensure that she comes into compliance with the other areas noted on her letter and those items will be reviewed at next year's annual check.

This Addendum is approved by supervisor on 6/6/2025 11:26:41 AM

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).