01/05/2023

Carrie Cusack
17550 River Vista DR
Dubuque, IA 52001

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 01/05/2023. 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 110.7	**Provider Requirements**
441 IAC 110.8	Standards. Conditions in the home are safe, sanitary, and free of hazards.
441 IAC 110.8(1)	**Facility Requirements**
441 IAC 110.8(1)“b”	Electrical wiring shall be maintained, and all accessible electrical outlets shall be tamper-resistant outlets or shall be safely capped. Electrical cords shall be properly used. Improper use includes running cords under rugs, over hooks, through door openings, or other use that has been known to be hazardous
441 IAC 110.8(1)“d”	Approved safety gates at stairways and doors shall be provided and used as needed.
441 IAC 110.8(1)“g”	The home shall have at least one 2A 10BC rated fire extinguisher located in a visible and readily accessible place on each child-occupied floor.
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(2)	**Use of Outdoor Space**
441 IAC 110.8(2) “a”	A safe outdoor play area shall be maintained in good condition throughout the year. The play area shall be fenced off when located on a busy thoroughfare or near a hazard which may be injurious to a child, and shall have both sunshine and shade areas. The play area shall be kept free from litter, rubbish, and flammable materials and shall be free from contamination by drainage or ponding of sewage, household waste, or storm water.
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(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.

1305 E. Walnut Street, Des Moines, IA 50319-0114

Findings:

On January 5, 2023, Tammi Herbst, SWII, completed a compliance check regarding this childcare home. Carrie had noted she would desire to use the upstairs for childcare, for a very short time each morning, prior to transporting children to school. Items are noted, in the findings, of what will need to be completed in order to have the upstairs approved for childcare.

The following was found in non-compliance.

441 IAC 110.8 Conditions of the home shall be safe, sanitary, and free from hazard.
Carrie needs to remove items (aerosol perfume spray cans) from basement medicine cabinet or install a lock on the upper cabinet. (Following the visit, Carrie texted a picture of the items moved to a storage cabinet that would be inaccessible to the children.

Carrie needs to install a safety strap for the white cubicle storage unit in the play area on the main floor (in order to use the upstairs for daycare)

441 IAC 110.8(1)b Electrical outlets and safety capped.
Carrie needs to install 2 safety caps on outlets behind the sofa in the main upstairs living room. (This was completed prior to the end of the visit)

441 IAC 110.8(1)d Safety barriers are at the stairways
Carrie will need to install a safety gate at the top of the steps (in order to use the upstairs for daycare)

441 IAC 110.8(1)g Fire Extinguisher
Carrie needs to have a 2A 10BC Fire Extinguisher on the main floor (in order to use the upstairs for daycare) A fire extinguisher sign was given to her today to place on the pantry door in the kitchen where the fire extinguisher will be kept.

441 IAC 110.8(1)h Smoke Detectors
Carrie will need to install two smoke detectors upstairs. One will need to be in the kitchen and one in playroom. (In order to use the upstairs for daycare)

441 IAC 110.8(2) a Outdoor space
Carrie will need to install a lock on the back gate on the southeast side of the yard, near the hill.

441 IAC 110.9(1) a Provider files
Carrie will need to have a physical and immunization record for Ryan (4 months old).

441 IAC 110.9(4) a, b, c, e, g, i, j Child Files
Child Enrollment forms / Emergency Contact Information / Who can pick up child / Allergies / Emergency Medical Treatment / Activity Permission
LD, RP, CW (age 3)

Immunizations - RP

Annual physical - RP

Suggestions/Recommendations:

It was noted in the kitchen area, above the sink, the electrical outlet is not a GFI outlet. This would be suggested for improvement to change either this out, for safety of the family or put safety caps in the outlet.

Carrie has a very nice set-up for her daycare with a lot of items for the children to do throughout the day, both inside and out.

Carrie was very appreciative of guidance needed to make for necessary improvements, so she can use the upstairs for daycare in the mornings before school.

Carrie's files are very organized. Keep up the great work on this! Please remember all enrollment forms for children will need to be reviewed and updated, each year, by parents.

Corrective Action Required:

An in-person, follow up appointment will not be necessary; however, Carrie will need to send photo documentation of completed items via email or text message to Tammi Herbst, at therbst@dhs.state.ia.us or 563-590-1536 no later than February 27, 2022.

If Carrie would prefer an in-person follow up to view completed items, she can contact Tammi Herbst, at therbst@dhs.state.ia.us or 563-590-1536 to request an in-person appointment.

It is suggested that Carrie continue to utilize the supports of CCRR, Cherie Kennedy, at 557-1628. Carrie is very interested in becoming an IQ4K provider.

It is suggested that Carrie continue to utilize the supports of CCNC, Kelsey Hill, at 556-6200.

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 therbst@dhs.state.ia.us or 563-590-1536 if you have any questions regarding this letter.

Sincerely,

Tammi Herbst

Social Worker II

Machelle Pezley

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 563-557-1628

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).