IOWA HHS
Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

03/19/2025

Michele Moore
28 N 3rd ST
Albia, IA 52531

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 03/11/2025. 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 110.14(3) **Facility requirements**

441 IAC 110.14(3)"c" The home shall have a minimum of two direct exits to the outside from the main floor.

1. If the second level or the basement of the home is used for the provision of child care, other than the use of a restroom, each additional child-occupied floor shall have at least one direct exit to the outside in addition to one inside stairway.
2. All exits shall terminate at grade level with permanent steps.
3. A basement window may be used as an exit if the window can be opened from the inside without the use of tools and it provides a clear opening of not less than 20 inches in width, 24 inches in height, and 5.7 square feet in area. The bottom of the opening shall be not more than 44 inches above the floor, with permanent steps inside leading up to the window
4. Occupancy above the second floor shall not be permitted for child care.

Findings:

1. 110.14(3)c The provider does not have permanent steps leading up to her egress window in the basement that is used as an exit.

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

Suggestions/Recommendations:

Corrections need to be made by 4/11/2025. A referral will be made to CCR&R to assist with bringing the exit into compliance. A re-check or a photo will need to be made by 4/11/25 showing this to be complete.

I encourage you to work with Karen Lauer from Child Care Resource and Referral with any ongoing compliance or training needs.

Karen can be reached at: 641-820-1922.

Corrective Action Required:

1. The provider needs to have permanent stairs leading up to the exit window in the basement. The provider will request a re-visit or will send a photo to SW Bailey by 4/11/2025 showing this to be complete.

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 319-800-4702 or holly.bailey@hhs.iowa.gov if you have any questions regarding this letter.

Sincerely,

Holly Bailey

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).