



Iowa Department of Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

08/13/2018

Lori Brockett
1422 Agency ST
Burlington, IA 52601

Dear Child Care Provider:

This letter is in regards to the follow up at your Registered Child Development Home B conducted on 08/13/2018. 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:

Lisa Hilsenbeck, Child Care Compliance Auditor, completed a follow up visit on 8/13/18 checking the following regulations:

441 IAC 110.8(1)"i" Lori needs to place an Iowa Smoke Free Air Act compliant no smoking sign on her basement patio door. Viewed a no smoking sign posted on the basement patio door.

441 IAC 110.8(2) "c" Lori needs to show documentation of current swimming permission forms signed by parents for her daycare children enrolled. Viewed written permission signed by parents to allow swimming pool usage.

441 IAC 110.8(4) "b" Lori needs to make the following additions to her Emergency Preparedness Plan: Viewed Emergency Preparedness Plan.

Add "will lock all doors and windows as possible" to her Lockdown section. "Will lock all doors and windows as possible" has been added.

Add "will seek out DHS approval prior to re-opening my childcare operation." to her Continuity of Operations section. "Will seek out DHS approval prior to re-opening my childcare operation" has been added.

441 IAC 110.9(2) & 441 IAC 110.9(3) Lori will show documentation of a current physical for Kamryn on the Childcare Provider Physical Examination Report form or de-activate her from being an assistant/substitute. Per KT Kamryn has been made inactive.

Lori will show documentation of a current physical for Melissa on the Childcare Provider Physical Examination Report form. Viewed current physical for Melissa on the Child Care provider Physical Examination Report.

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 signed medical consent from the parent authorizing emergency treatment. Need update for X.H. Viewed update for X.H.

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. Parent needs to fill out page 2 of school-aged health status form for G.C. Viewed page 2 of school-aged health status form for G.C.

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. Need update for K.W. Need date signed by doctor or nurse on form for X.H. Viewed update for K.W. Viewed date signed by doctor or nurse on form for X.H.

Written permission from the parent for the child to attend activities away from the child development home. Need update for X.H. Viewed update for X.H.

Suggestions for Improvement:

Recommendation:

No further action is required.

[] Is the recommendation to terminate a provider agreement or revoke a registration?

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.

Based on the items out of compliance listed above, you will not be required to have a recheck or follow up visit to your home. No further action is required.

Please do not hesitate to contact me at DHS at 319-208-5521 or creckli@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Chad Reckling

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 866-324-3236

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).