10/17/2023

Jackelyn Hansen
750 NE 5th ST
Earlham, IA 50072

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 10/12/2023. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. Your home is rated a 1 on 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 110.7(2) Substitutes. The provider shall assume responsibility for providing adequate and appropriate supervision at all times when children are in attendance. Any designated substitute shall have the same responsibility for providing adequate and appropriate supervision. Ultimate responsibility for supervision shall be with the provider

a. All standards regarding supervision and care of children apply to substitutes.
b. Except in emergency situations, the provider must inform parents in advance of the planned use of a substitute.
c. The substitute must be 18 years of age or older.
d. Use of a substitute is limited to: No more than 25 hours per month. An additional period of up to two weeks in a 12-month period. (These limitations do not apply per Iowa Code Section 237A.3A(3)(e) when the provider is engaged in jury duty or official duties related to provider's membership on state board, committee or policy-related body.)
e. The provider maintains a written record of the number of hours substitute care is provided, including the date and the name of the substitute.

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(2) **Use of Outdoor Space**

441 IAC 110.8(2) "b" When there is a swimming or wading pool on the premises:

1. A wading pool shall be drained daily and shall be inaccessible to children when it is not in use.
2. An aboveground or in-ground swimming pool that is not fenced shall be covered whenever the pool is not in use. The cover shall meet or exceed the ASTM International

(formerly known as the American Society for Testing and Materials) specification intended to reduce the risk of drowning by inhibiting access to the water by children under five years of age.
3. An uncovered aboveground swimming pool shall be enclosed with an approved fence that is non-climbable and has a minimum height of four feet.
4. An uncovered in-ground swimming pool shall be enclosed with a fence that is non-climbable and is at least four feet high and flush with the ground.

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

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

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.

Findings:

441 IAC 110.7(2) Substitutes. e.The provider maintains a written record of the number of hours substitute care is provided, including the date and the name of the substitute.

** The provider has not documented any time that the substitute is in primary care of children. The provider reported that the substitute covers about 30 minutes on school days due to transportation.

441 IAC 110.8(1)“h” The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes.
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.

**The provider did not have any documentation of drills or smoke detector checks for 2023.

441 IAC 110.8(2) “b” When there is a swimming pool

**The provider does not have a swimming pool, but a hot tub that does have a locking cover. At the time of the compliance check, the locking cover was not locked. the provider reported that one of her children used the hot tub earlier this date and did not lock it.

441 IAC 110.8(3)“a” All medicines shall be secured from access by a child

**Upon entry to the kitchen, there were prescription medications on a shelf next to a locking box for medications. The provider reported that some of her family members have medications and left them out.

Suggestions/Recommendations:

In regards to document substitute hours, compliance staff recommends that you start immediately documenting the day, start and end times that the substitute is covering for the provider.

In regards to documentation of monthly smoke detector checks and drills, please start with October 2023 and document your actions monthly.

In regards to the hot tub, the provider is encouraged to check the hot tub daily to ensure that the cover is locked.

In regards to medications left out in the open, this is a reminder to make sure that medications are secured from sight and reach of children.

Corrective Action Required:

A recheck of you home is not necessary at this time.

If you have any questions, please contact compliance staff or CCR&R representative, Kelly Phelps at 515-802-7292.

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 712-435-0576 or sburris@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Stacy Burris

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).