06/19/2025

Jolie Kesashi
411 Mitchell ST SW
Cedar Rapids, IA 52404

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home A conducted on 06/18/2025. 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 110.8(1) **Facility Requirements**

441 IAC 110.8(1)"r" The certificate of registration shall be displayed in a conspicuous place.

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

441 IAC 110.8(4) "b" The provider must have procedures in place for the following:

1. evacuation to safely leave the facility
2. relocation to a common, safe location after the evacuation
3. shelter-in-place to take immediate shelter where you are when it is unsafe to leave that location due to the emergent issue
4. lock down protocol to protect children and providers from an external situation
5. communication plan and plans for reunification with families
6. continuity of operations plans
7. Procedures to address the needs of individual children, including those with functional or access needs

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" (1) I-PoWeR records or certificates verifying required training completion:

Prior to registration:

- minimum health and safety training, approved by the Department, in required content areas

- Iowa's Mandatory Child Abuse Reporter Training

Prior to registration: First Aid and Cardiopulmonary resuscitation. Provider shall maintain a valid certificate indicating date of training and expiration date.

During each two year registration period, the provider shall receive a minimum of 24 hours of training from approved content areas. A provider shall not use a specific training or class to meet minimum continuing education requirements more than one time every five years

A provider who submits documentation from a child care resource and referral agency that the provider has completed the Iowa Program for Infant/Toddler Care (IA PITC), ChildNet, or Beyond Business Basics training series may use those hours to fulfill a maximum of two years' training requirements, not including first-aid and mandatory reporter training

Findings:

An annual compliance check was completed on 6/18/25 and the following was out of compliance:

441 IAC 110.8(1)"r" The certificate of registration shall be displayed in a conspicuous place.
Jolie did not have her certificate posted.

441 IAC 110.8(4) "b" The provider must have procedures in place for the following:
evacuation to safely leave the facility
relocation to a common, safe location after the evacuation
shelter-in-place to take immediate shelter where you are when it is unsafe to leave that location due to the emergent issue
lock down protocol to protect children and providers from an external situation
communication plan and plans for reunification with families
continuity of operations plans
Procedures to address the needs of individual children, including those with functional or access needs.
Jolie did have an EPP but it needed a few updates as far as her designated evacuation location. This was discussed and updated while this worker was present.

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"
Jolie's husband's physical was expired. She was provided the appropriate form for documentation purposes.

441 IAC 110.9(1)"b" (1) I-PoWeR records or certificates verifying required training completion:
Prior to registration:
minimum health and safety training, approved by the Department, in required content areas
Iowa's Mandatory Child Abuse Reporter Training
Prior to registration: First Aid and Cardiopulmonary resuscitation. Provider shall maintain a valid certificate indicating date of training and expiration date.

During each two year registration period, the provider shall receive a minimum of 24 hours of training from approved content areas. A provider shall not use a specific training or class to meet minimum continuing education requirements more than one time every five years
Jolie's MCART had expired. The CCR&R worker agreed to send her the link to complete the training.

Jolie does not currently have any children enrolled and has not since he initial registration. Therefore, children's files were not reviewed. We did discuss the forms/documentation that are required for children upon enrollment and Jolie does have copies of all the appropriate paperwork.

Jolie speaks Swahili and in interpreter was available via phone. Rachel Bonefas from CCR&R was also present. Rachel plans to follow up with Jolie to assist with follow through on compliance needs.

Although not out of compliance as she has never cared for childcare children, we did discuss that if she plans to administer medication in the future, she would need to document any medication provided and she would need to have completed the pre-service orientation that includes mediation administration. Given the language barrier, this might present challenges as well.

We also discussed the use of any type of pool in the childcare setting and increased risks to children.

Suggestions/Recommendations:

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

Rachel can be reached at 563-362-8225

Corrective Action Required:

A re-check is not needed at this time. Corrections need to be made by 7/9/25 and will be reviewed at the next annual compliance check. Please send pictorial verification of the items where specifically noted below.

Jolie needs to post her certificate in a conspicuous place.

Jolie needs to ensure that if she makes changes to her Emergency Preparedness Plan, those changes are documented accordingly on her written plan.

Jolie needs to obtain an updated physical for her husband that resides in the home. That does need to be documented on the HHS approved form and one was provided to her.

Jolie needs to update her Mandatory Child Abuse Reporter Training (MCART) and send pictorial verification to HHS.

Although not out of compliance at this time, we did discuss Jolie does not currently have any children enrolled in care and has not since her initial registration. She does desire to continue to be registered at this time, but in discussion noted she does not want children at this time and was not sure what timeframe she was looking at to begin to care for children. We did discuss the need to keep up on her required training of 24 hours per 2 year renewal period plus she has an extra four hours that were not completed for last year's registration period. Rachel from CCR&R agreed to continue to communicate with Jolie about training opportunities.

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).