10/09/2024

Theresa Pritchard
739 Highview DR
Clinton, IA 52732

Dear Child Care Provider:

This letter is in regards to the pre-inspection visit at your residence in which you are seeking child development home registration conducted on 10/08/2024. 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)"a" The home shall have a nonpay, working land-line or mobile telephone with emergency numbers posted for police, fire, ambulance, and the poison information center. The number for each child's parent, for a responsible person who can be reached when the parent cannot, and for the child's physician shall be written on paper and readily accessible by the telephone. The home must prominently display all emergency information, and all travel vehicles must have a paper copy of emergency parent contact information

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(1)"i" Smoking and the use of tobacco products shall be prohibited at all times in the home and in every vehicle in which children receiving care in the home are transported.
Smoking and the use of tobacco products shall be prohibited in the outdoor play area during the home's hours of operation. Nonsmoking signs shall be posted at every entrance of the child care home and in every vehicle used to transport children.
All signs shall include:

1. The telephone number for reporting complaints, and
2. The Internet address of the department of public health (www.iowasmokefreeair.gov)

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 110.8(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) Emergency Plans: plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

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"

Findings:

441 IAC 110.8(1)a. Emergency numbers.
441 IAC 110.8(1)b. Electrical outlets.
441 IAC 110.8(1)g. Fire extinguishers.
441 IAC 110.8(1)h. Smoke detectors.
441 IAC 110.8(1)i. Nonsmoking signs.
441 IAC 110.8(2)a. Outdoor space.
441 IAC 110.8(3)a. Medications and hazardous material.
441 IAC 110.8(4)a. Emergency plans.
441 IAC 110.8(4)b. Emergency Preparedness Plan.
441 IAC 110.9(1)a. Household physicals.

Suggestions/Recommendations:

I encourage you to work with Child Care Resource and Referral for ongoing child care needs.
Alicia Wagner
Child Care Consultant
Child Care Resource & Referral of Southeast Iowa
Community Action of Eastern Iowa
awagner@caeiowa.org

T: 319-538-8464
500 E 59th St.| Davenport, IA 52807| www.iowaccrr.org

Corrective Action Required:

Theresa needs to post emergency numbers for police, fire, ambulance, and poison information center.
Theresa needs to cap all electrical outlets in rooms that will be used for children. Theresa needs to address the cords in the living room so they are not piled up accessible to children.
If Theresa decides to use the basement for child care, she needs an additional fire extinguisher (2A 10BC rated) for that level of the home.
Theresa needs to post non smoking signs on all exits of her home.
Theresa needs to address the broken window pane in the front entry of the home by either removing the glass shards or papering the window up so the glass is not accessible to children as they enter the home.
Theresa needs to place a child lock on the kitchen cabinet under the sink and needs to remove all of the medications, beauty products, etc.... from the bathroom counter and place them in an inaccessible location for children.
Theresa needs to place emergency plans by both her primary and secondary exits that clearly map building evacuation routes in case of fire, a safe place indoors in case of tornado, and flood shelter/evacuation areas.
Theresa did not have her Emergency Preparedness Plan completed upon arrival. We completed this during the visit.
Theresa needs a physical for Cody documented on required HHS form.
Theresa needs physicals and immunization certificates for all of her children.

Theresa needs to send the above items to Kathy by 10/30/2024 in order for her pre inspection to be approved. These items can be emailed to kathy.huinker@hhs.iowa.gov or texted to 563-949-6971.

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 563-949-6971 or kathy.huinker@hhs.iowa.gov if you have any questions regarding this letter.

Sincerely,

Kathy Huinker

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).