



CHILD CARE ANNUAL EVALUATION

Business Name: Brenda Timmerman

Provider Name: Brenda Timmerman

Provider No.: 18340

Address: 609 W Main ST, Waukon, IA, 52172

E-Mail:

County: Allamakee

Phone Number: 5635689101

- 
- ☐ Pre-Inspection Date:
- ☐ Approval Date:
- ☒ Annual Visit Date: 7/7/2026
- 

Program Type:

- ☐ Registered Child Development Home A (guidelines for ratios on all categories)
- ☒ Registered Child Development Home B
- ☐ Registered Child Development Home C
- ☐ Registered Child Development Home C1
- ☐ Non Registered Child Care Homes accepting CCA

Program Population Served:

- ☐ Infant(0<24 mos)
- ☐ Toddler
- ☐ PreSchool
- ☐ School Age
- ☒ All Ages

**1. Basic Overview**

Brenda has been providing child care for over 41 years in the Waukon area. Brenda accepts children aged birth through school age. Brenda provides first shift care currently. Brenda is full at this time and not accepting new enrollments. Brenda's current families are aware that Brenda will be phasing out of child care over next 4 years as she is anticipating retirement. Brenda describes her child care environment as a place where children are taken care of and well-fed. Brenda adds that she does not have a 'new' home and if that's what a parent wants, her home is not the place.

**2. Identify Observed Strengths Of The Program**

Brenda believes her high levels of tolerance and patience are her greatest strengths. Brenda adds that since she has been providing child care for so long, she has actually provided care to some of the children's parents. Brenda has established a

### CHILD CARE ANNUAL EVALUATION

name for herself in the community and has worked with a large population in the area. The children seem comfortable in Brenda's care and approach her readily if they need anything. Brenda works well with her assistant in 'dividing and conquering' with the children as needed. Brenda is a participant in the CACFP food program for child care providers. Brenda has a relationship with the CCRR worker for her area.

#### 3. Identify The Aspects That Fall Below The Standard

110.6 : No more children are in care than the number authorized on the registration certificate.

Nonsmoking signs are posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone number for reporting complaints, and [www.iowasmokefreeair.gov](http://www.iowasmokefreeair.gov).

All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.

Form 470-5153, Pet Health Examination Veterinary Health Certificate, is on file.

110.8 (4) a : Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits.

The plans shall clearly map building evacuation routes in case of fire, a safe place indoors in case of tornado, and flood shelter areas.

110.9 (1) a : Within six months of becoming registered, a physical exam report documented on form 470-5152, Child Care Provider Physical Examination Report, for all household members over the age of 18. Physical exams should be repeated every three years.

110.9 (1) b : Documentation from the Department confirming record checks have been completed and authorizing or limiting the person's involvement with child care.

110.9 (2) b : Within six months of approval, a Physical exam report documented on form 470-5152, Child Care Provider Physical Examination Report, which is repeated at least every three years.

110.9(4) : An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

110.14 (1) a : Not more than eight preschool children present at any one time including infants.

#### 4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

This was a combined annual compliance visit and complaint visit. Concern reported that the CACFP found Brenda over capacity during a visit. Brenda was over by one child again today. Brenda did contact the child's parent to have them picked up. The child was picked up quickly. A safety plan was completed with Brenda today stating that Brenda would follow her capacity guidelines for her level of registration. Brenda reported she has requested an Exception to Policy, however, hasn't heard back on this. This worker reminded Brenda that she can not be over capacity at any time. Brenda voiced her understanding of this and stated parents are aware of this and have been assisting her in keeping within her numbers. Brenda reported that once school starts, she will be down numbers and will not have capacity concerns.

Brenda needs a no smoking sign placed in vehicle used to transport children.

Brenda have two dogs that need pet health examinations documented on required HHS form.

Brenda needs to put emergency plan/map up by secondary exit.

Brenda's husband Delbert needs updated physical examination report documented on required HHS form.

Brenda could not locate her HHS completed background check letter. This worker will request from CCA and Brenda will notify this worker when she receives.

Brenda's approved assistant Amelia needs physical documented on required HHS provider physical form.

In a review of child files, several children need their enrollment forms updated - signed and dated within the last year.

Upon arrival, Brenda was one over for number of children allowed. Brenda contacted parent and this child was picked up. A safety plan was completed regarding over number concerns.

#### 5. Special Notes/recommendations

Targeted compliance of Emergency Preparedness Plan completed. Plan remains accurate and up to date.



Health and  
Human Services

## Iowa Department of Health And Human Services

---

### CHILD CARE ANNUAL EVALUATION

HHS Child Development  
Home Compliance Worker: Kathy Huinker

Date: 7/7/2026

Non-compliance with any of the mandated regulatory 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.

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 Teri Orr Child Care Consultant Supervisor Child Care Resource & Referral of Northeast Iowa Exceptional Persons, Inc. [Teri.orr@episervice.org](mailto:Teri.orr@episervice.org) P (319) 433-7750 or (319) 231-9568