05/30/2024

Brandi Wichhart
1267 US Hwy 34
Creston, IA 50801

Dear Child Care Provider:

This letter is in regards to the pre-inspection visit at your Registered Child Development Home B conducted on 05/30/2024. 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(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"

Findings:

441 IAC 110.8(4) Emergency Plans
441 IAC 110.8(4) “b” The provider must have procedures in place

**The provider did not have a completed emergency preparedness plan at this visit. Compliance staff talked about how to set up the plan and write out a generalized plan that meets the necessary criteria. The plan will also have a section that identifies pond safety as there is a pond on the premises.

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

**The provider and the provider's spouse are in need of a physical for the household file.

Suggestions/Recommendations:

If you have any questions regarding this letter, please contact compliance staff.

Your CCR&R representative is Jamie Needham. Her contact number is 712-579-7326.

Corrective Action Required:

In regards to the emergency preparedness plan, when you have completed all of the necessary sections, please send photos by text to 712-435-0576. This document should be completed and turned in to compliance staff by July 30, 2024.

In regards to the needed adult physicals for household members, please have these completed and send compliance staff a copy of the provider physical by text to 712-435-0576 no later than July 30, 2024.

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 stacy.burris@hhs.iowa.gov 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).