11/22/2019

Ashley Butters
1224 4th ST
Jesup, IA 50648

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 11/21/2019. 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 110.9	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:

During my face to face pre inspections visit on 11/21/19 I observed the following:

1) Physicals on form 470-5152 are missing for Ashley, Francis Butters and Mackenzie Butters.

Suggestions/Recommendations:

**** These are general reminders. This does not reflect on the spot check that was completed.
• If you have a child that has allergies (other than seasonal), a written emergency plan must be completed. This plan is to accompany the child if away from the facility.
• Serious injuries and deaths must be reported within 24 hours.
• For each child under the age of 12 months that is present, you must have a crib or crib like furniture for safe sleep practices.
• No child should be allowed to start attending your child care program until all paperwork has been completed by his or her parent and turned in to you.
• Each child in your care needs to have an updated medical statement or physical annually.
• The vet needs to inspect your pets annually and complete form 470-5153 showing your pet is free of endo and ecto parasites.
• Your private water supply needs to be tested annually.
• No one can be an assistant and/or substitute until you have received the letter from Child Care Registration indicating that person is approved.
• Please note that if you are found to be noncompliant for the same requirement for two consecutive years, a safety plan or revocation could occur.

Please make every attempt to become compliant within 15 days of receipt of this letter. Please email pictorial documentation of compliance to me at tbrown@dhs.state.ia.us or text me at (319) 429-1736. If you are in need of more time to become compliant, please contact me at (319) 292-2419 or (319) 429-1736

Contact your local CCR&R office for further assistance.

Corrective Action Required:

1) Have medical professional complete form 470-5152 for individuals identified above under heading entitled "findings". Text or email copies of these forms to me once obtained.

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) 429-1736 if you have any questions regarding this letter.

Sincerely,

Toni Brown

Social Worker II

Tracy Wynn

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).