



Iowa Department of Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

12/11/2017

LaVaysha Magee
2320 WASHINGTON ST
Burlington, IA 52601

Dear Child Care Provider:

This letter is in regards to the follow up at your Registered Child Development Home A conducted on 12/06/2017. 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 110.7 **Provider Requirements**

441 IAC 110.8 Standards. Conditions in the home are safe, sanitary, and free of hazards.

441 IAC 110.8(1) **Facility Requirements**

441 IAC 110.8(1)“n” Providers shall inform parents of the presence of any pet in the home.

1. Each dog or cat in the household shall undergo an annual health examination by a licensed veterinarian. Acceptable veterinary examinations shall be documented on Form 470-5153, Veterinary Health Certificate. This examination shall verify that the animal's routine immunizations, particularly rabies, are current and that the animal shows no evidence of endoparasites (roundworms, hookworms, whipworms) and ectoparasites (fleas, mites, ticks, lice).
2. Each pet bird in the household shall be purchased from a dealer licensed by the Iowa department of agriculture and land stewardship and shall be examined by a veterinarian to verify that it is free of infectious diseases. Acceptable veterinary examinations shall be documented on Form 470-5153, Veterinary Health Certificate. Children shall not handle pet birds.
3. Aquariums shall be well maintained and installed in a manner that prevents children from accessing the water or pulling over a tank.
4. All animal waste shall be immediately removed from the children's areas and properly disposed of. Children shall not perform any feeding or care of pets or cleanup of pet waste.
5. No animals shall be allowed in the food preparation, food storage, or serving areas during food preparation and serving times

441 IAC 110.9 Files

441 IAC 110.9(1) **A provider file is maintained and shall contain the following:**

441 IAC 110.9(4) Children's Files. An individual file for each child shall be maintained and updated annually or when the provider becomes aware of changes. The file shall contain:

- a. Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child, and the parent's work address and telephone number.
- b. Emergency information including, at a minimum, where the parent can be reached, the name, street address, city and telephone number of the child's regular source of health care, and the name, telephone number, and relationship to the child of another adult

- available in case of emergency.
- c.** A signed medical consent from the parent authorizing emergency treatment.
 - d.** An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician
 - 1.** The date of the physical examination shall not be more than 12 months before the child's first day of attendance at the child development home.
 - 2.** The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary.
 - 3.** For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physical examination report.
 - 4.** The examination report or statement of health status shall be on file before the child's first day of care
 - e.** A statement of health condition signed by a physician or designee submitted annually from the date of the admission physical. For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physician statement.
 - f.** For each school-age child, on the first day of attendance, documentation of a physical examination that was completed at the time of school enrollment or since.
 - g.** A signed and dated immunization certificate provided by the state department of public health. For the school-age child, a copy of the most recent immunization record shall be acceptable.
 - h.** For any child with allergies, a written emergency plan in the case of an allergic reaction. A copy of this information shall accompany the child if the child leaves the premises.
 - i.** A list that is signed by the parent and names persons authorized to pick up the child. The authorization shall include the name, telephone number, and relationship of the authorized person to the child.
 - j.** Written permission from the parent for the child to attend activities away from the child development home. The permission shall include:
 - 1.** Times of departure and arrival.
 - 2.** Destination.
 - 3.** Persons who will be responsible for the child
 - k.** Injury report forms documenting injuries requiring first aid or medical care
 - l.** If the child meets the definition of homelessness as defined by section 725(2) of the McKinney-Vento Homeless Education Assistance Act, the family shall receive a 60-day grace period to obtain medical documentation.

Findings:

Lisa Hilsenbeck, Child Care Compliance Auditor, completed a follow up visit on 12/6/17 checking the following regulations:

441 IAC 110.8(1)"a" LaVaysha needs to update her emergency contact numbers for her children enrolled in her daycare. Viewed form with updated emergency contact numbers for all children enrolled.

441 IAC 110.8(1)"d" LaVaysha needs to obtain a safety barrier for her staircase. Viewed gate at the bottom the stairs leading to the upstairs.

441 IAC 110.8(1)"h" LaVaysha needs to check her smoke detectors monthly and document when this occurs. Viewed documentation of monthly testing of smoke detectors.

441 IAC 110.8(1)"n" LaVaysha needs to show documentation of a current physical for her one dog on the Pet Health Examination

Veterinary Health Certificate form.

441 IAC 110.8(1)"p" & 441 IAC 110.8(1)"q" LaVaysha needs to show documentation of her procedures in caring for a child who becomes sick while in her care; children that are excluded from her care due to pre-existing health conditions and how she would handle a daycare child

who experiences a health-related emergency while in her care. Viewed policies pertaining to exclusion of care due to illness and responding to health related emergencies.

441 IAC 110.8(1)"r" LaVaysha needs to display her certificate of registration in a prominent place in her home. Viewed registration certificate posted on the side of the refrigerator.

441 IAC 110.8(3)"a" LaVaysha needs to remove room deodorizer from her living room; place a child lock on her kitchen sink; place a child

lock on her bathroom sink cabinet; and move items in bathroom above the toilet to a child locked area. Viewed living room, room deodorizer has been removed. Safety locks have been added to the kitchen sink and bathroom cabinet. Unsafe items have been moved to a locked area.

441 IAC 110.8(3)"b" LaVaysha needs to add a bottle of water to her first aid supplies. Viewed bottle of water added to first aid kit.

441 IAC 110.8(3)"c" LaVaysha needs to remove cough medicine from her living room area and place in a child inaccessible area. Viewed living room. Cough medicine has been removed.

441 IAC 110.8(4) LaVaysha needs to complete and post her emergency plans for fire and tornado next to her primary and secondary

exits. These plans will include brief written descriptions of her procedures in these areas to also include flood/evacuation and show clear routes on plans for exits. Viewed emergency plans posted at primary and secondary exits. Evacuation routes and brief description of procedures were included.

441 IAC 110.8(4) "a" LaVaysha needs to practice her actual tornado and fire drills with her daycare children and document when this is completed. Viewed form documenting monthly fire and tornado drill practice.

441 IAC 110.8(4) "b" LaVaysha needs to complete and show documentation of her Emergency Preparedness Plan. Viewed written Emergency Preparedness Plan.

441 IAC 110.8(5) LaVaysha needs to place a tight-fitted sheet on her Pack-N-Play mattress. Viewed a tight fitted sheet on the Pack-N-Play mattress.

441 IAC 110.9(1)"a" LaVaysha needs to show documentation of a past physical and immunization record for LaKyla and Ryan and fill out a

school-aged health status form for both of them. LaVaysha needs to show documentation of a current physical and immunization record for JaNoa. LaVaysha needs to show documentation of a current physical for herself on the Child Care Provider Physical Examination Report form. Viewed current physical and immunization record for LaKyla, Ryan and JaNoa. Viewed current physical for LaVaysha on required from 470-5152.

441 IAC 110.9(1)"b" (1) LaVaysha needs to show documentation of current course completion for First Aid/CPR. Viewed current course completion of CPR/First Aid.

441 IAC 110.9(1)"b"(2) LaVaysha needs to show documentation of her Background Check approval letter from the Central Childcare

Registration Unit. A copy was requested and received from Des Moines. A copy was sent to LaVaysha for her records.

441 IAC 110.9(4) Children's Files. An individual file for each child shall be maintained and updated annually or when the provider becomes aware of changes. The file shall contain:

Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child, and the parent's work address and telephone number. Need updated parent signature and date on form for D.B. LaVaysha reports D.B. is no long enrolled in care.

Emergency information including, at a minimum, where the parent can be reached, the name, street address, city and telephone number of the child's regular source of health care, and the name, telephone number, and relationship to the child of another adult available in case of emergency. Need updated parent signature and date on form for D.B., M.A. Viewed for M.A. .LaVaysha reports D.B. is no long enrolled in care.

A signed medical consent from the parents authorizing emergency treatment. Need updated parent signature and date on form for D.B. LaVaysha reports D.B. is no long enrolled in care. Need doctors information on form for M.G., M.A.

Viewed doctor's information for M.G., M.A. Need date on form for D.N., F.L. Viewed date on form for D.N.

An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician

The date of the physical examination shall not be more than 12 months before the child's first day of attendance at the child development home.

The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. Need physical for I.H., L.C., M.G., D.B., M.A., M.H., D.N.

Viewed physical for M.G., M.A., D.N. LaVaysha reports I.H., L.C., D.B., M.H. are no longer enrolled in care.

For each school-age child, on the first day of attendance, documentation of a physical examination that was completed at the time of school enrollment or since. Need enrollment physical for F.L. Viewed enrollment physical for F.L.

A signed and dated immunization certificate provided by the state department of public health. For the school-age child, a copy of the most recent immunization record shall be acceptable. Need for I.H., L.C., M.G., M.A., M.H., D.N., F.L.

Viewed for M.G., M.A., D.N., F.L. LaVaysha reports I.H., L.C., M.H. are no longer enrolled in care.

A list that is signed by the parent and names persons authorized to pick up the child. The authorization shall include the name, telephone number, and relationship of the authorized person to the child. Need for M.G., D.B. Viewed for M.G.

LaVaysha reports D.B. is no long enrolled in care. Need date on form for D.N., F.L. Viewed date for F.L.

Written permission from the parent for the child to attend activities away from the child development home. Need for all children enrolled. Viewed permission for all children enrolled.

Items of non-compliance after the follow up visit:

441 IAC 110.8(1)"n" LaVaysha needs to show documentation of a current physical for her one dog on the Pet Health Examination Veterinary Health Certificate form.

441 IAC 110.9(4) Children's Files.

A signed medical consent from the parents authorizing emergency treatment. Need date on form for F.L.

A list that is signed by the parent and names persons authorized to pick up the child. The authorization shall include the name, telephone number, and relationship of the authorized person to the child. Need date on form for D.N.

Suggestions for Improvement:

Recommendation:

LaVaysha has 2 weeks to complete non-compliance paperwork. Non-compliance paperwork needs to be sent to Chad Reckling (creckli@dhs.state.ia.us) or Lisa Hilsenbeck (lhilsen@dhs.state.ia.us) by 12/20/17.

[] Is the recommendation to terminate a provider agreement or revoke a registration?

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.

Based on the items out of compliance listed above, you will not be required to have a recheck or follow up visit to your home.

Please do not hesitate to contact me at DHS at 319-208-5521 or creckli@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Chad Reckling

Social Worker II

Machelle Pezley

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 866-324-3236

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).