Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Chelsea Clay

Provider Name: Chelsea Clay

Provider No.: 51005

Address: 1428 E 16th ST, Des Moines, IA, 50316

E-Mail:

County: Polk

Phone Number: 5155563886

☐ Pre-Inspection Date:

☐ Approval Date:

☒ Annual Visit Date: 7/31/2026

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

Chelsea Clay has been a registered childcare provider since April of 2020. Chelsea is currently a category "A" Child Development Home Provider. This category allows the provider to have 6 preschool children with an additional 2 school aged children in care at one time. Chelsea does not currently have an DHHS approved assistant for her program. She communicated she wants to have her daughter as an assistant. Chelsea needs to communicate with the Registration Unit to have her daughter as an approved DHHS assistant. Chelsea does not provide transportation for families in her care. There is one pet dog in the Child Development Home. Chelsea is available 24 hours a day 7 days a week to provide childcare for families.

2. Identify Observed Strengths Of The Program

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Chelsea's home is clean, sanitary, and appropriate for childcare. Chelsea has completed her required trainings as reviewed by the Registration Unit. Chelsea has completed Safe Sleep training; this worker reviewed the policy with her and gave her an informational flyer. Chelsea will implement the practice when she has children 12 months or younger in her care. Chelsea uses Time Out and redirection as her primary behavioral interventions when needed. Corporal punishment is not practiced in the Child Development Home. Children in Chelsea's care will receive regular meals and snacks as appropriate.

3. Identify The Aspects That Fall Below The Standard

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) b : Procedures are in place for:Evacuation to safely leave the facility,Relocation to a common, safe location after evacuation,Shelter-in-place to take immediate shelter where the child is when it is unsafe to leave that location due to the emergent issue,Lock down to protect children and providers from an external situation,Communication and reunification with families,Continuity of operations, andProcedures to address the needs of individual children, including those with functional or access needs.
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(2) : An individual file is maintained for each staff assistant:
110.9 (2) a : 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 (2) c : Certification of two hours of approved training relating to identification and reporting of child abuse within six months of employment.
110.9(4) : An individual file is maintained for each child and updated annually or when there are changes. Each file contains:
110.9 (4) 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.
110.9 (4) b : Emergency information including where the parent can be reached, the name, street address, city, and telephone of the child’s regular doctor, and the name, telephone number, and relationship to the child of another adult available in case of emergency.
110.9 (4) c : A signed medical consent from the parent authorizing emergency treatment.
110.9 (4) d : For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child’s first day of attendance.
For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian or admission physical examination that is not more than 12 months from the child’s first day.
110.9 (4) e : For infants and preschoolers: A statement of health signed by a physician submitted annually.
For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of statement of health or admission physical.
110.9 (4) f : For each school-age child, record of a physical exam completed at the time of school enrollment or since.
110.9 (4) g : A signed and dated immunization certificate provided by the state Department of Public Health.
110.9 (4) h : Written emergency plans for children with allergies. Must accompany child if away from facility.
110.9 (4) i : Documentation signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.
110.9 (4) j : Written permission from the parent(s) for their child to attend activities away from the child development home.
110.9 (4) k : Injury report forms to document injuries requiring first aid or medical care.

1. Each year a DHHS Pet Vet Form needs to be completed and in the provider file.

2. 1. The Emergency Preparedness Plan needs to be updated and easily accessible. This worker has emailed a fillable Emergency Preparedness Plan template to use. Your CCR&R Worker can assist with this update if needed.
Have procedures in place for the following:
• Evacuation to safely leave the facility
• Relocation to a common, safe location after evacuation
• Shelter-in-place to take immediate shelter where you are when it is unsafe to leave that location due to the emergent issue

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• Lock down protocol to protect children and providers from an external situation
• Communication plan and plans for reunification with families
• Plans for the continuity of operations
• Procedures to address the needs of individual children, including those with functional or access needs

3. A DHHS Provider Medical Physical Form needs to be completed every 3 years by a qualified medical professional. This worker left a blank form for you to take to your medical provider.

4. Each child in care needs to have an individual file containing specific demographic, medical, release, and consent information. This worker left a list of the specific information required in each file.

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

None.

5. Special Notes/recommendations

I encourage you to work with your Child Resource and Referral Worker (Brittany Wyld 515-202-7122) with any compliance or training efforts.

Within 30 days of receiving this letter send a completed copy of the updated Emergency Preparedness Plan to this worker.

The corrections above need to be completed by 10/6/2026 and will be reviewed on your next annual compliance check unless otherwise noted.

If you have any questions regarding this letter, please contact me at 515-601-9469 or jake.aringdale@hhs.iowa.gov.

6. ADDENDUMS:

- Addendum1: Received a copy of the updated Emergency Preparedness Plan which meets Targeted Expectations.

This Addendum is approved by supervisor on 8/19/2026

HHS Child Development
Home Compliance Worker: Jake Aringdale Date: 8/4/2026

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