09/04/2020

Sherri Murphy
115 S Hampshire AVE
Mason City, IA 50401

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home C conducted on 09/02/2020. 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 110.7(1) The provider shall meets the following requirements:

a. Gives careful supervision at all times.
b. Exchange information with the parent of each child frequently to enhance the quality of care.
c. Give consistent, dependable care and be capable of handling emergencies
d. Be present at all times except when emergencies occur or an absence is planned, at which time care shall be provided by a department-approved substitute. When an absence is planned, the provider shall give parents at least 24 hours' prior notice.
e. Shall be free of the use of illegal drugs and shall not be under the influence of alcohl or any of the prescription or non-prescription drug that could impair their ability to give careful supervision.

441 IAC 110.9 Files

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

441 IAC 110.9(3) An individual file is maintained for each substitute and contains:

1. Documentation from the department confirming the record checks required under 441 IAC 110.9(1) "a" have been completed and authorizing or conditionally limiting the person's involvement with child care.
2. A completed Form 470-5152, Child Care Provider Physical Examination Report. The examination shall include any necessary testing for communicable diseases; a discussion of recommended vaccinations; completed no more than six months prior to approval to assist or be a household member; completed by a licensed medical doctor, doctor of osteopathy, physician assistant or advanced registered nurse practitioner; and repeated at least every three years.
3. Certification of two hours of approved training related to identification and reporting of child abuse as required by Iowa Code section 232.69 within 3 months of employment.
4. Certification in infant and child first aid

5. Certification or other documentation that minimum health and safety training has been completed within 3 months or prior to providing substitute care, whichever occurs first.

Findings:

This worker arrived initially to the home to find an unapproved substitute in the home caring for children. This worker walked thru the main level of the home and counted children to find 6 total children.

This worker received a text message from Sherri that she had returned to the home about 1 hour later. This worker returned to the home to complete compliance visit. The same 6 children were still present. Of these 6 children, none are under the age of 24 months, provider is within her category C-1 numbers. This worker discussed the unapproved person supervising daycare children and reminded her that at no time can unapproved persons care for daycare children and that in the future Sherri must close her childcare when she is not present or work to obtain an approved substitute. Sherri can contact CCRR worker to assist her in this task.

Suggestions/Recommendations:

Corrective Action Required:

Sherri agrees to not utilize unapproved persons as assistants or substitutes in the future and if needed will work to obtain approval for those persons prior to utilizing them and be in compliance with all required substitute care rules as stated in this letter.

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 641-421-1219/anash@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Amanda Nash

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).