02/03/2023

Diane Kellogg & Lisa Kellogg
308 N Center ST
Ionia, IA 50645

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home C conducted on 02/01/2023. 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)"b"	Electrical wiring shall be maintained, and all accessible electrical outlets shall be tamper-resistant outlets or shall be safely capped. Electrical cords shall be properly used. Improper use includes running cords under rugs, over hooks, through door openings, or other use that has been known to be hazardous
441 IAC 110.8(3)	**Medications and Hazardous Materials**
441 IAC 110.8(3)"a"	All medicines and poisonous, toxic, or otherwise unsafe materials shall be secured from access by a child
441 IAC 110.8(3)"c"	Medications shall be given only with the parent's or doctor's written authorization. Each prescribed medication shall be accompanied by a physician's or pharmacist's direction. Both nonprescription and prescription medications shall be in the original container with directions intact and labeled with the child's name. All medications shall be stored properly and, when refrigeration is required, shall be stored in a separate, covered container so as to prevent contamination of food or other medications. All medications shall be stored so they are inaccessible to children. Any medication administered to a child shall be recorded, and the record shall indicate the name of the medication, the date and time of administration, and the amount given
441 IAC 110.8(4)	**Emergency Plans**
441 IAC 110.8(4)	Emergency Plans: plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

Findings:

This worker arrived to the childcare to find seven children present with three of these children under the age of 24 months and of those two were under the age of 12 months. Lisa and Diane were both present for the entire compliance visit. Providers are within their allowed category C numbers.
This worker toured the entire home and outside play area. During this tour it was noted that the 2nd exits did not have the snow cleared from the doorway to a safe location. Diane agreed to send this worker a photo within 24 hours of this completed. On 2/2/2023, Diane sent this worker a photo verifying the exit was cleared of snow with a path leading to a safe location. During the tour it was noted that the medication was in a cabinet within reach of school age children. There were 5 over the counter medications in this cabinet. Additionally, the medications were not labeled with each child's name. Diane indicated she did not have forms completed and signed by the parent for medications. Diane understands she needs to get these forms completed or send the medications back home. Diane agreed to send this worker a photo within 24 hours verifying that these medications were moved to a location inaccessible to school agers and have any remaining medications labeled. On 2/2/2023, Diane sent this worker a photo verifying the medications had been labeled and moved to the top of the upper cabinet which was discussed as an approved location. During the visit the safety plan was not posted at her primary exit as she indicated they had the walls painted recently. Diane was able to post this during the visit. During the visit in the kitchen/dining area the refrigerator had a cord that was accessible and longer than 12 inches creating a strangulation hazard. Diane was able to secure this cord behind the appliance during the visit.
A full review of records noted all required items to be on file.

Suggestions/Recommendations:

This worker spoke with Diane and Lisa about the overabundance of toys in the childcare accessible to children. They have accumulated a large amount of toys in the years they have provided childcare. Diane and Lisa would benefit from sorting through the toys and discarding of some. It could be a benefit to sort toys out into totes and bring out only a certain amount of totes at each time. This worker encouraged them to reach out to CCRR worker to assist them in this process.

Corrective Action Required:

Diane and Lisa have completed the required follow up and no further follow up is required.

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).