Health and Human Services

# Iowa Department of Health And Human Services

## CHILD CARE ANNUAL EVALUATION

Business Name: Callie Leavy

Provider Name: Callie Leavy

Provider No.: 21662

Address: 1638 Longfellow AVE, Waterloo, IA, 50703

E-Mail:

County: Black Hawk

Phone Number: 3192360083

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- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 1/13/2026

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Program Type:

- [ ] Registered Child Development Home A (guidelines for ratios on all categories)
- [X] 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
- [X] All Ages

**1. Basic Overview**

Callie has been a childcare provider for around 30 years. She could not recall how long she has been Registered but talked fondly of her years of experience as a childcare provider. Callie did participate in the old Quality rating system and had been at a level 4. She does not currently participate in the IQ4K quality rating system. Callie does participate in the food program. Callie shared that is open to caring for children of all ages. She shared that although she only has a couple of children in care at this time, she is open to more and is willing to provide 1st shift, 2nd shift and 3rd shift care. Callie does not have any pets. Callie does provide care on the main level of her home and lower level as well. Callie does not currently have an approved substitute or assistant.

**2. Identify Observed Strengths Of The Program**

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In discussing strengths, Callie shared that she is 1 credit away from her Early childhood degree from Hawkey Community College. She was proud of that and indicated that she learned a lot in her classes.

Callie did not have any children in care on this date, so this worker was not able to observe her interactions, but she did identify that she has found a lot of joy in proving childcare over the years and stated she wants to make a difference in a child's life. She also described limited TV time and described a focus on activities that will enable a child to be ready for Kindergarten. Callie did show this worker a poster board that she had prepared that helps children with identifying the 5 senses.

**3. Identify The Aspects That Fall Below The Standard**

110.8(1)a. Number for each child's parent, a person who can be reached when the parent cannot and child's physician is written on paper and readily accessible by the working telephone.
Callie had a written list that included close to a dozen children that are no longer in her care. She currently has 2 children enrolled and neither of the current children were on that list. This worker did provide Callie a new form to use for current documentation purposes.
*Callie needs to update the written list of children, parents, emergency contact and physician for her current children in care. Callie needs to send pictorial verification of this to HHS.

110.(1)h. Each smoke detector is tested monthly, and a record is kept for inspection purposes.
Callie could not locate any documentation of monthly testing of smoke detectors. This worker did provide her a form for documentation purposes.
*Callie needs to ensure that she tests each smoke detector monthly and documents that accordingly.

110.8 (1) p : The provider has written policies about caring for mildly ill children and the exclusion of children due to illness, and informs parents of policies.
110.8 (1) q : The provider has written policies about responding to health-related emergencies.
Callie could not locate either of these policies. She did have a policy/contract typed up but it did not include these 2 required policies.
*Callie needs to locate these 2 required policies and send pictorial verification to HHS. She needs to maintain these for her records and ensure that parents are provided this information in addition to her other policies/contract.

110.8 (1) r : Certificate of registration is displayed in a conspicuous place.
Callie had her old certificate displayed.
*We did locate her current certificate, and it was posted accordingly while this worker was present.

110.8(3)b. The first-aid kit shall, at a minimum, include adhesive bandages, bottled water, disposable tweezers, and disposable plastic gloves.
Callie did have a First Aid kit but it did not have any bandaids.
*Callie needs to ensure that she has all of the required items in her First Aid kit.

110.8(4)a. Fire and tornado drills are practiced monthly and documentation kept on file for the current year and previous year.
Callie could not locate 2025 documentation of monthly fire and tornado drills. This worker did provide her a form to use for future documentation purposes.
*Callie needs to ensure that she practices fire and tornado drills monthly and documents those accordingly.

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, and
Procedures to address the needs of individual children, including those with functional or access needs.
Callie initially could not locate her EPP. When she did locate it we revied it to ensure it was current. Callie needs to

make several modifications to her EPP and she needs to send pictorial verification of that updated plan to HHS.
(Callie needs to modify her current relocation site as she has currently identified a location across town 3where the individual no longer lives and she no longer has her van to get there. She also does not have a current wagon/stroller to move children so she needs to re-asses how she will get children to a closer site. Callie also noted that her emergency bag she had identified with supplies is no longer available.) She needs to make modifications to ensure her plan is current and realistic.

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.
Callie did not have a current physical exam for 2 of the adults in the home.
*Callie needs to ensure she has current physicals for all of the adults in the home.

110.9 (1) b : Documentation from the Department confirming record checks have been completed and authorizing or limiting the person's involvement with child care.
Callie could not locate this current documentation.
*Callie needs to locate her current documentation to that lists who is approved to reside in the home. Callie needs to maintain this documentation with her documents.

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.
110.9 (4) g : A signed and dated immunization certificate provided by the state Department of Public Health.
Callie only has 2 children enrolled in care at this time. both of those files were reviewed. Callie could not locate an initial physical and immunization record for one of the children.
*Callie needs to work with the parents to ensure she has all the required documentation for each child's file.

Iowa code 110.9(2) and Iowa Code 110.9(3) address the use of assistants and substitutes.
Callie shared that her daughter Nicole is an approved substitute and assistant. However, HHS records reflect she had been an approved substitute and assistant previously, but at the last review the appropriate documentation was not submitted and as of October 2025 she is only an approved household member. Callie was unable to locate the current letter that would have approved Nicole as a substitute and assistant. Callie did have a letter as of October 2025 that denied her as an assistant and substitute and approved her as a Household member. Callie however maintained that she believed she had a more recent letter approving Nicole. Callie did not have verification of Nicole's current Mandatory child abuse reporter training or verification of current First aid and CPR training.
At this time Nicole is NOT approved as an assistant or substitute and Callie is not approved to use her as such. If Callie wants to utilize Nicole as an assistant or substitute, she will need to submit the appropriate paperwork to the HHS registration unit to get her approved accordingly. Callie would then also need to maintain the appropriate documentation for Nicole for verification at future compliance visits.

A re-check is not needed at this time. The above corrections should be made within 3 weeks (by 2/2/26) and will be reviewed at the next annual compliance check.
Please send pictorial verification of the items where specifically noted above. Pictorial verification should be sent to christy.weber@hhs.iowa.gov or text to 319-429-0749.

Thank you for your service in providing childcare in your community.

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

NA

**5. Special Notes/recommendations**

Notes:
Callie shared that she does not transport the childcare children.

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Callie shared that she does not ever use a swimming pool but will use a sprinkler for outdoor waterplay.
We did discuss safe sleep policies.
We did discuss the number of children that Callie is allowed to care for at one time as a Category B provider.
Callie does not have any pets, but she did express some concern about her neighbors having a large dog that is not secured and will often run into her yard when children are outdoors playing. She expressed concern about not wanting the childcare children to be injured and was not sure how to handle the situation. This worker had discussed this with her last year as well and encouraged her to talk to the neighbors and advise them she does provide child care and ask they secure the dog. We discussed this again today. I advised that she could fence her yard but that would be an expense. I also advised that she might contact the local police to assess the current leash laws and see if they might be willing to talk with the neighbors. Callie does seem to want to ensure her children have opportunities to play outside but also wants to ensure safety.

As part of the 2026 Targeted compliance the Emergency Preparedness Plan was thoroughly reviewed. As noted above, Callie was not in compliance with her EPP. She had numerous items in her plan that are not currently accurate. (For example, her re-location site needs to be updated, and she identified utilizing an egress window in her basement for exit and she does not have an egress window. She also indicated using a van to evacuate and she no longe has the van. She identified taking an emergency bag with her that she no longer has). Callie needs to make the appropriate modifications to her plan, so it is current, and she needs to send pictorial verification to HHS.
She was encouraged to review it at least yearly to ensure that no changes need to be made.

Recommendations:
As of 7/1/25 providers are required to notify parents in writing that they are able to submit an exemption for immunizations (either religious or medical) in lieu of the immunization record for each child. Callie did not yet have this. We did discuss this, and this worker assisted her in writing up an appropriate policy. Callie needs to ensure that she shares this (in writing) with all current and future parents.

Callie does have a file cabinet in a backroom that contains various files and required documentation. However, she had to keep going back to the bedroom to pull for compliance verification. She also could not locate much of the required documentation that is required at each yearly compliance inspection. Fortunately, she did not have any children in care on this date, otherwise, it would have been quite difficult for her to continue to appropriately supervise and care for the children. I would recommend that Callie take steps to obtain a binder or file box that is more accessible for this worker to review at future compliance visits. Callie also needs to ensure that she has all the required documentation together in one location. I would suggest contacting your local CCR&R support worker for assistant with any compliance needs.

HHS Child Development
Home Compliance Worker: Christine Weber Date: 1/13/2026

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 I encourage you to work with Black Hawk County Child Care Resource and referral at 319-233-0804 if you have any ongoing compliance or training needs.