11/29/2022

Lynda Kosman
2552 593rd TRL
Albia, IA 52531

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 08/25/2022. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. Your home is rated a 1 on the voluntary Quality Rating and Improvement System. The following areas were out of compliance at the time of the visit:

441 IAC 110.8(1)	**Facility Requirements**
441 IAC 110.8(1)" c"	Combustible materials shall be kept a minimum of three feet away from furnaces, stoves, water heaters, and gas dryers
441 IAC 110.8(1)" d"	Approved safety gates at stairways and doors shall be provided and used as needed.
441 IAC 110.8(1)" f"	A safety barrier shall surround any heating stove or heating element, in order to prevent burns.
441 IAC 110.8(1)" h"	The home shall have at least one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. Each smoke detector shall be installed according to manufacturer's recommendations. The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes
441 IAC 110.8(1)" q"	The provider shall have written policy and procedures for responding to health-related emergencies
441 IAC 110.8(4)	**Emergency Plans**
441 IAC 110.8(4) "a"	Fire and tornado drills shall be practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file for the current year and the previous year.
441 IAC 110.8(4) "b"	The provider must have procedures in place for the following: **1.** evacuation to safely leave the facility **2.** relocation to a common, safe location after the evacuation **3.** shelter-in-place to take immediate shelter where you are when it is unsafe to leave that location due to the emergent issue **4.** lock down protocol to protect children and providers from an external situation **5.** communication plan and plans for reunification with families **6.** continuity of operations plans **7.** Procedures to address the needs of individual children, including those with functional or access needs

441 IAC 110.9 Files

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

441 IAC 110.9(1)"b"(2) Documentation from the department confirming the record checks required under 441 IAC 110.11(3) have been completed and authorizing or conditionally limiting the person's involvement with child care.

Findings:

441 IAC 110.8(1)"c" Provider had chemicals close to the furnace.
441 IAC 110.8(1)"d" Provider does not use safety barriers due to the only child in care being age 6.
441 IAC 110.8(1)"f" Provider does not have these up due to child in care being age 6.
441 IAC 110.8(1)"h" Provider does not record testing.
441 IAC 110.8(1)"q" Provider does not have policy on responding to health related emergencies as she is grandparent of the child she cares for.
441 IAC 110.8(4) "a" Provider does not complete fire and tornado drills.
441 IAC 110.8(4) "b" Provider does not have an emergency preparedness plan.
41 IAC 110.9(1)"a" Provider does not have updated physical for herself or immunization records for all in the home.
441 IAC 110.9(1)"b"(2) Provider does not have documentation on records checks. Provider states she never received anything back regarding these.

Suggestions/Recommendations:

Corrective Action 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 641-660-5537/nclaywe@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Nikki Claywell

Social Worker II

Kimberly Hahn

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).