Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Stephany Kleinheksel

Provider Name: Stephany Kleinheksel

Provider No.: 21357

Address: 936 Lynda RD, Waterloo, IA, 50701

E-Mail:

County: Black Hawk

Phone Number: 3194049074

- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 9/23/2025

Program Type:

- [X] 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
- [X] All Ages

1. Basic Overview

Stephanie has been a Registered in home childcare provider since 2005. She is not currently a participant of the IQ4K quality rating system but has been a part of the QRS quality rating system in the past. Stephanie does participate in the Food Program.

2. Identify Observed Strengths Of The Program

Stephanie identified re-direction as a means of discipline and this worker did have an opportunity to observe that while this worker was present.

Stephanie has a nice fenced in back yard for outdoor play.

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Although Stephanie's was missing some of the required documentation for the children's files, her files were organized so this worker was able to review them while Stephanie could continue to supervise the children.

3. Identify The Aspects That Fall Below The Standard

110.6 : No more children are in care than the number authorized on the registration certificate.
110.13 (1) a : Not more than six preschool children present at any one time including infants.(for category A)
Stephanie is only allowed 6 preschool aged children and below at one time and on this date she had 7 children. She stated that she thought she could have 2 part time children but she can only have 2 extra children for a total of 8 kids, IF 2 of those children are school aged.
(She did share that she took in a child a week ago that puts her over numbers when she also has her grandchildren in care. This is a child she has cared for in the past)
Stephanie was advised to request an exception to policy (ASAP) for the one extra child that she reported only puts her over numbers on days she has her 2 grandkids.
*Stephanie should notify this HHS compliance worker when she has submitted that request for exception.

110.8 (3) a : All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.
Stephanie did have several areas of the home on this date where she had cleaners/chemicals accessible to children. The bathroom lower cabinet had cleaners that needed to be moved. The cabinet in the bathroom off the main bedroom had cleaners and the door was not secured. The cabinet under the kitchen sink had a latch but it was not secured and there were also chemicals and cleaners in that location.
*Stephanie needs to move those chemicals/cleaners and secure the latches accordingly and send pictorial verification to this worker of all 3 of those locations.

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.
During Stephanie's annual check last year she reported that her adult son had moved back into the home. She was directed at that time to do the appropriate paperwork to get him approved as a household member. She did not complete that task. On this date he was again in the home and had spent the night. Stephanie reported he is only there at times. After discussing his frequency in the home and his access to the childcare children, she was again advised to contact the Registration unit and do a change application to get him approved to be around the childcare children.
*Since this was not completed last year as requested, this worker is requesting that Stephanie send this worker pictorial verification of the letter she will receive from the Registration unit once he is approved.

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.
110.9 (4) e : For infants and preschoolers: A statement of health signed by a physician submitted annually.
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) 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.
Stephanie was missing an entire file for one of the children in care.
Stephanie was also missing an updated/annual physical for three additional children in care.
*Stephanie needs to work with the parent to obtain all of the required documentation for each child's file.

A re-check is not needed at this time. The above corrections should be made within 30 days and will be reviewed at the next annual compliance check.

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Please send pictorial verification of the items where specifically noted above 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:
We did discuss safe sleep policies.
Stephanie did ask about instead of requesting an exception to policy to have 1 extra child if she could just change to a Category B to allow her 8 children. We did discuss that if she did that, she would not be able to use the lower level of her home (which is the area where she primarily provides childcare) due to not having the secondary exit that is required. The window she has in the lower level does not meet guidelines as a secondary exit.

Recommendations:
Stephanie had written policies for ill children and health emergencies, but she did not yet have anything written in regard to notifying 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. This is a new policy effective 7/1/25 so we did discuss this, and she agreed to get that documented accordingly.

It is recommended that Stephanie obtain one additional smoke detector to be installed in her dining room. She does have one in the living room and that is an open concept with the living room, dining room and kitchen but given the size of the space she should obtain one more.

6. ADDENDUMS:

- Addendum1: On 12/3/25 Stephanie sent pictorial verification of the compliance items to this worker that had been requested after her September annual check.

This Addendum is approved by supervisor on 12/3/2025

HHS Child Development
Home Compliance Worker: Christine Weber Date: 9/23/2025

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.