09/08/2023

Hannah Hotz
745 Perrin AVE
Council Bluffs, IA 51503

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 09/08/2023. 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 110.8(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)"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(2)	**Use of Outdoor Space**
441 IAC 110.8(2) "a"	A safe outdoor play area shall be maintained in good condition throughout the year. The play area shall be fenced off when located on a busy thoroughfare or near a hazard which may be injurious to a child, and shall have both sunshine and shade areas. The play area shall be kept free from litter, rubbish, and flammable materials and shall be free from contamination by drainage or ponding of sewage, household waste, or storm water.
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 110.9	Files
441 IAC 110.9(1)	**A provider file is maintained and shall contain the following:**
441 IAC 110.9(1)"a"	A physician's examination report for the provider and all members of the provider's household aged 18 years or older. Acceptable physical examinations shall be documented on Form 470-5152, Child Care Provider Physical Examination Report. All children residing in the household must have medical documentation outlined in 110.9(4) "d", 110.9(4) "f", and 110.9(4) "g"

Findings:

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

**Provider is in need to create a larger space between the items stored in the basement and the furnace and water heater. There were cardboard boxes and other potentially flammable items within the three feet of necessary distance.

441 IAC 110.8(1)“h” The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes
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.
**The provider could not locate the form where she has been documenting the monthly smoke detector checks and fire and tornado drills.

441 IAC 110.8(2) “a”
A safe outdoor play area shall be maintained

**The provider has a wired decorative fence on the West side of the house that is in disrepair. The fence was used in a flower bed. The provider reported that she had started to remove the fence and could not finish due to rain. She stated that she has kept the children from going to that part of the yard by supervision practices.

441 IAC 110.9(1)“a” A physician’s examination report for the provider and all members of the provider’s household aged 18 years or older

**The providers family has two expired physicals. The provider will get them in as soon as she can for updates.

Suggestions/Recommendations:

For any paperwork deficiencies, please work on correcting these items by November 8, 2023 and having necessary documentation in files.

For the smoke detector checks and drills documentation. In the event that you are unable to find the current year information, please start with September 2023 for documentation.

The items that could cause harm like the combustables near your furnace should be moved by September 15, 2023 to ensure safety of your home.

For the wired fence that was partially pulled out, please also remove this by September 15, 2023.

Corrective Action Required:

A recheck of you home is not necessary at this time.

If you need any assistance, please reach out to compliance staff or CCR&R representative Brenda Bera at 712-579-7243

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 712-435-0576 sburris@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Stacy Burris

Social Worker II

Sheila Aunspach

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).