



Iowa Department of Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

09/21/2018

Iquittia Brown
2516 Washington ST
Burlington, IA 52601

Dear Child Care Provider:

This letter is in regards to the follow up at your child care home conducted on 09/21/2018. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 120, describes specific requirements that must be met by a child care home that has a child care assistance provider agreement. The following areas were out of compliance at the time of the visit:

441 IAC 120.7 **Provider Requirements**

441 IAC 120.8 Standards. Conditions in the home are safe, sanitary, and free of hazards.

441 IAC 120.8(4) **Emergency Plans**

441 IAC 120.8(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 120.10 **Professional Development**

441 IAC 120.10(2) Prior to issuance of a provider agreement, the provider shall complete two hours of Iowa's training for mandatory reporting of child abuse as required by Iowa Code section 232.69. The provider shall maintain a valid certificate indicating expiration date.

Findings:

Lisa Hilsenbeck, Child Care Compliance Auditor, completed a follow up visit on 9/20/18 checking the following regulations:

441 IAC 120.8(1)"a" Iquittia needs to post her emergency numbers for police, fire, poison control, ambulance and her emergency contact

numbers for her daycare children in her home and make a copy for both of her transport vehicles. Viewed emergency numbers posted in the home and both transport vehicles.

441 IAC 120.8(1)"h" Iquittia needs to test her smoke detectors monthly and document when this is completed. Viewed documentation of monthly smoke detector testing.

441 IAC 120.8(1)"i" Iquittia needs to place Iowa Smoke Free Air Act compliant no smoking signs on both of her exits of her home and in

both of her transport vehicles so that they are visible from the outside of the vehicle. Viewed no smoking signs posted on both exits of the home and in both transport vehicles.

441 IAC 120.8(1)“n” Iquittia needs to show documentation of current physicals for 2 dogs on the Pet Health Certificate form. Iquittia reports she no longer has the 2 dogs.

441 IAC 120.8(2) “c” Iquittia needs to have parent/guardian signature for swimming or water related activities for each daycare child enrolled. Viewed written permission for each child enrolled for swimming or water related activities.

441 IAC 120.10(3) Iquittia needs to show documentation of current course completion for First Aid/CPR. Viewed current CPR/First Aid certification.

441 IAC 120.8(3)“a” Iquittia needs to place a child lock on her kitchen sink cabinets, cabinet above the toilet and bathroom sink cabinet.

Items on bathroom sink countertop labeled "Keep Out of Reach of Children" need to be moved to a child inaccessible or child locked area. Viewed child locks installed in the kitchen and bathroom. Unsafe materials have been moved to child inaccessible areas.

441 IAC 120.8(3)“b” Iquittia needs to have a first aid kit for her home and two transport vehicles which contain disposable tweezers, disposable gloves, bottled water and bandages. Viewed first aid kit for home and both transport vehicles.

441 IAC 120.8(3)“c” Iquittia needs to place medication on the living room table in a child inaccessible area. Viewed living room. Medications have been moved to a cabinet in the bathroom with a child lock.

441 IAC 120.8(4) Iquittia needs to post emergency plans for fire and tornado next to both of her exits of her home. Viewed emergency plans posted next to both exits of the home.

441 IAC 120.8(4) “a” Iquittia needs to practice monthly fire and tornado drills with her daycare children and document when this has been

completed. Viewed monthly documentation of fire and tornado drill practice.

441 IAC 120.8(4) “b” Iquittia needs to complete and show documentation of her Emergency Preparedness Plan.

441 IAC 120.9(2) The file shall contain:

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. Need for B.B., C.M., T.M., A.J.(8), A.J.(2), A.J.(2), M.W.(6), M.W.(11), S.W., J.H.(2), J.H.(3), Z.J. Viewed for B.B., A.J.(8), A.J.(2), A.J.(2), J.H.(2), J.H.(3). Iquittia reports C.M., T.M., M.W.(6), M.W.(11), S.W., Z.J. no longer attend the child care.

Emergency information including, at a minimum, where the parent can be reached, the name, street address, city and telephone number of the child’s regular source of health care, and the name, telephone number, and relationship to the child of another adult available in case of emergency. Need for B.B., C.M., T.M., A.J.(8), A.J.(2), A.J.(2), M.W.(6), M.W.(11), S.W., J.H.(2), J.H.(3), Z.J. Viewed for B.B., A.J.(8), A.J.(2), A.J.(2), J.H.(2), J.H.(3). Iquittia reports C.M., T.M., M.W.(6), M.W.(11), S.W., Z.J. no longer attend the child care.

A signed medical consent from the parent authorizing emergency treatment. Need for B.B., C.M., T.M., A.J.(8), A.J.(2), A.J.(2), M.W.(6), M.W.(11), S.W., J.H.(2), J.H.(3), Z.J. Viewed for B.B., A.J.(8), A.J.(2), A.J.(2), J.H.(2), J.H.(3). Iquittia reports C.M., T.M., M.W.(6), M.W.(11), S.W., Z.J. no longer attend the child care.

An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician. Need for B.B., C.M., T.M., A.J.(8), A.J.(2), A.J.(2), M.W.(6), M.W.(11), S.W., J.H.(2), J.H.(3), Z.J. Viewed for B.B., A.J.(8), A.J.(2), A.J.(2), J.H.(2), J.H.(3). Iquittia reports C.M., T.M., M.W.(6), M.W.(11), S.W., Z.J. no longer attend the child care.

A list signed by the parent which names persons authorized to pick up the child. The authorization shall include the name, telephone number, and relationship of the authorized person to the child. Need for B.B., C.M., T.M., A.J.(8), A.J.(2), A.J.(2), M.W.(6), M.W.(11), S.W., J.H.(2), J.H.(3), Z.J. Viewed for B.B., A.J.(8), A.J.(2), A.J.(2), J.H.(2), J.H.(3). Iquittia reports C.M., T.M., M.W.(6), M.W.(11), S.W., Z.J. no longer attend the child care.

A signed and dated immunization certificate provided by the state department of public health. For the school-age child, a copy of the most recent immunization record shall be acceptable. Need for B.B., C.M., T.M., A.J.(8), A.J.(2), A.J.(2), M.W.(6), M.W.(11), S.W., J.H.(2), J.H.(3), Z.J. Viewed for B.B., A.J.(8), A.J.(2), A.J.(2), J.H.(2), J.H.(3). Iquittia reports C.M., T.M., M.W.(6), M.W.(11), S.W., Z.J. no longer attend the child care.

Written permission from the parent for the child to attend activities away from the child care home. Need for B.B., C.M., T.M., A.J.(8), A.J.(2), A.J.(2), M.W.(6), M.W.(11), S.W., J.H.(2), J.H.(3), Z.J. Viewed for B.B., A.J.(8), A.J.(2), A.J.(2), J.H.(2), J.H.(3). Iquittia reports C.M., T.M., M.W.(6), M.W.(11), S.W., Z.J. no longer attend the child care.

441 IAC 120.10(1) Iquittia needs to show documentation of current course completion for Essentials Training(Minimum Health and Safety

Training). Viewed documentation of current course completion for Essentials Training(Minimum Health and Safety Training).

441 IAC 120.10(2) Iquittia needs to show documentation of current course completion for Mandatory Reporter Training for Child Abuse.

Items of non-compliance after the follow up visit:

441 IAC 120.8(4) “b” Iquittia needs to complete and show documentation of her Emergency Preparedness Plan.

441 IAC 120.10(2) Iquittia needs to show documentation of current course completion for Mandatory Reporter Training for Child Abuse.

Suggestions for Improvement:

Recommendation:

A second follow up visit has been scheduled for 10/10/18.

[] Is the recommendation to terminate a provider agreement or revoke a registration?

Non-compliance with any of the mandated requirements listed above may lead to the cancellation of your Child Care Assistance Provider Agreement. Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations.

Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home.

Please do not hesitate to contact me at DHS at 319-208-5521 or creckli@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Chad Reckling
Social Worker II

Machelle Pezley
Social Work Supervisor

09/21/2018

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 866-324-3236