

04/13/2017

Liberty Hill
4122 Warren ST
Davenport, IA 52806

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home A conducted on 04/12/2017. 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 110.9 Files

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

441 IAC 110.9(4)

Children's Files. An individual file for each child shall be maintained and updated annually or when the provider becomes aware of changes. The file shall contain:

- 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.
- b. 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.
- c. A signed medical consent from the parent authorizing emergency treatment.
- d. An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician
 - 1. The date of the physical examination shall not be more than 12 months before the child's first day of attendance at the child development home.
 - 2. The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary.
 - 3. For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physical examination report.
 - 4. The examination report or statement of health status shall be on file before the child's first day of care
- e. For children under the age of 6, a statement of health condition signed by a physician or designee submitted annually from the date of the admission physical. For a child who is enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physician statement.
- f. For each school-age child, on the first day of attendance, documentation of a physical examination that was completed at the time of school enrollment or since.

- g.** 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.
- h.** For any child with allergies, a written emergency plan in the case of an allergic reaction. A copy of this information shall accompany the child if the child leaves the premises.
- i.** Documentation that is signed by the parent and 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.
- j.** Written permission from the parent for the child to attend activities away from the child development home.
- k.** Injury report forms documenting injuries requiring first aid or medical care
- l.** If the child meets the definition of homelessness as defined by section 725(2) of the McKinney-Vento Homeless Education Assistance Act, the family shall receive a 60-day grace period to obtain medical documentation.

Findings:

Lisa Hilsenbeck, Compliance Auditor, completed a follow up visit on 4/12/17 checking the following rules:

441 IAC 110.8(1)“a” Liberty needs to post emergency numbers and have emergency parent contact information accessible by a telephone. Viewed emergency numbers posted on the side of the refrigerator.

441 IAC 110.8(1)“b” Liberty needs to remove/bundle or place a barrier around the cords next to the fish aquarium. Viewed cords next to fish aquarium. Cords are no longer a hazard.

441 IAC 110.8(1)“h” Liberty needs to mount a smoke detector in the kitchen/living room and in the bedroom used for napping. Liberty needs to test smoke detectors monthly and document. Viewed smoke detectors mounted in kitchen/living room and in the bedroom used for napping. Viewed form documenting smoke detectors are being tested monthly.

441 IAC 110.8(1)“i” Liberty needs to post no smoking signs at every entrance to the home. Viewed no smoking signs posted at every entrance to the home.

441 IAC 110.8(1)“n” Liberty needs pet records documented on required form 470-5153 for her 3 cats. Viewed pet records for 3 cats documented on required form 470-5153.

441 IAC 110.8(1)“p” Liberty needs a written policy regarding caring for mildly ill children. Viewed written policy regarding caring for mildly ill children.

441 IAC 110.8(1)“q” Liberty needs a written policy regarding responding to health-related emergencies. Viewed written policy for responding to health related emergencies.

441 IAC 110.8(2) “a” Liberty needs to remove the hose, ladder and gasoline containers from the outdoor play area. Liberty needs to cover the grill and fire pit. Hose, ladder, gasoline containers, grill and fire pit have been removed from the outdoor play area.

441 IAC 110.8(3)“a” Liberty needs to move unsafe items in the bathroom to an area that is inaccessible to children. Viewed bathroom. Unsafe items have been moved to an inaccessible area.

441 IAC 110.8(3)“b” Liberty needs to add a bottle of water to her first aid kit. Viewed bottle of water added to first aid kit.

441 IAC 110.8(4) Liberty needs to post emergency plans by her primary and secondary exits. Plans need to mark evacuation routes. Viewed emergency plans posted at primary and secondary exits. Evacuation routes have been marked.

441 IAC 110.8(4) “a” Liberty needs to practice fire and tornado drills monthly and document. Viewed documentation of monthly fire and tornado drill practice.

441 IAC 110.8(4) “b” Liberty needs a written emergency preparedness plan. Viewed written emergency preparedness plan.

441 IAC 110.9(1)“a” Liberty and Tom need a physical documented on required form 470-5152. Rheanne needs a physical and immunization certificate. Viewed physicals for Liberty and Tom on required form 470-5152. Viewed physical and immunization certificate for Rheanne.

441 IAC 110.9(1)“b” (1) Liberty needs to complete Mandatory Reporter, CPR and First Aid training. Viewed Mandatory Reporter, CPR and First Aid training documentation for Liberty.

441 IAC 110.9(2) Tom needs a physical documented on required form 470-5152. Tom needs to complete Mandatory Reporter training. Viewed physical documented on required form 470-5152 and Mandatory Reporter Training certificate for Tom.

441 IAC 110.9(4) Children’s Files

Liberty needs an emergency medical treatment form for NP & JM. Liberty reported that JM is no longer in care.

Liberty needs a physical for NP, LB & OB. Viewed physical for NP, LB & OB.

Liberty needs a school age parent statement for JM. Liberty reported that JM is no longer in care.

Liberty needs an enrollment physical for JM. Liberty reported that JM is no longer in care.

Liberty needs an immunization certificate for LB, OB, LD & CS. Viewed immunization certificate for LB, OB, LD & CS. Immunization certificates for NP & JM need a signature and date. Viewed immunization certificate for NP. Liberty reported that JM is no longer in care.

Travel/activity form for JM needs a signature and date. Liberty reported that JM is no longer in care.

Items of non-compliance after follow up visit:

Liberty needs an emergency medical treatment form signed & dated for NP.



Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

Suggestions/Recommendations:

Corrective Action Required:

Liberty has 2 weeks to complete non-compliance item or revocation may occur. Liberty needs to send paperwork to Kathy Huinker (khuinke@dhs.state.ia.us) or Lisa Hilsenbeck (lhilsen@dhs.state.ia.us) by 4/26/17.

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 563-326-8215 or khuinke@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,
Kathy Huinker

Social Worker II

Machelle Pezley

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 563-324-3236

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).