IOWA HHS
Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

01/26/2024

Shannon Uglum
1704 31st AVE SW
Altoona, IA 50009

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 01/25/2024. 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 4 on the voluntary Quality Rating and Improvement System. The following areas were out of compliance at the time of the visit:

441 IAC 110.14	**SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "B"**
441 IAC 110.14(1) “a”	No more than eight children not attending kindergarten or a higher grade level shall be present at any one time
441 IAC 110.14(1)“ b”	Of these eight children, not more than four children who are 24 months of age or younger shall be present at any one time. Of these four children, no more than three may be 12 months of age or younger.

Findings:

441 IAC 110.14(1) “a” No more than eight children not attending kindergarten or a higher grade level shall be present at any one time
441 IAC 110.14(1)“b” Of these eight children, not more than four children who are 24 months of age or younger shall be present at any one time. Of these four children, no more than three may be 12 months of age or younger.

Suggestions/Recommendations:

Child Care Resource & Referral

Heather: Work Cell: 515-360-7308

Please do not hesitate to access the free and voluntary consulting services offered by CCR&R to assist with any compliance related needs or questions.

Corrective Action Required:

Per my compliance visit on 1/25/24 the following issues need addressed based on the above mentioned rules:
1. At the time of our visit you were within numbers, but you stated that during naptime, 11:30am-3:30pm you are over by one preschool aged child. We discussed that you had a plan on which child to no longer offer care to. You stated that your plan is to become a category C2 in November, once you have met all of the requirements by registration.

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 515-339-8262 eabbott@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Ellen Abbott

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).