IOWA HHS
Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

12/07/2022

Monique Dillenburg
1331 W 15TH ST
Davenport, IA 52804

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 12/07/2022. 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 110.7	**Provider Requirements**
441 IAC 110.8	Standards. Conditions in the home are safe, sanitary, and free of hazards.
441 IAC 110.8(1)	**Facility Requirements**
441 IAC 110.8(1)"b"	Electrical wiring shall be maintained, and all accessible electrical outlets shall be tamper-resistant outlets or shall be safely capped. Electrical cords shall be properly used. Improper use includes running cords under rugs, over hooks, through door openings, or other use that has been known to be hazardous
441 IAC 110.8(1)"n"	Providers shall inform parents of the presence of any pet in the home. **1.** Each dog or cat in the household shall undergo an annual health examination by a licensed veterinarian. Acceptable veterinary examinations shall be documented on Form 470-5153, Veterinary Health Certificate. This examination shall verify that the animal's routine immunizations, particularly rabies, are current and that the animal shows no evidence of endoparasites (roundworms, hookworms, whipworms) and ectoparasites (fleas, mites, ticks, lice). **2.** Each pet bird in the household shall be purchased from a dealer licensed by the Iowa department of agriculture and land stewardship and shall be examined by a veterinarian to verify that it is free of infectious diseases. Acceptable veterinary examinations shall be documented on Form 470-5153, Veterinary Health Certificate. Children shall not handle pet birds. **3.** Aquariums shall be well maintained and installed in a manner that prevents children from accessing the water or pulling over a tank. **4.** All animal waste shall be immediately removed from the children's areas and properly disposed of. Children shall not perform any feeding or care of pets or cleanup of pet waste. **5.** No animals shall be allowed in the food preparation, food storage, or serving areas during food preparation and serving times

1305 E. Walnut Street, Des Moines, IA 50319-0114

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 110.9 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:

On December 6, 2022, a compliance check was completed for Monique Dillenburg. The following was found to be in non-compliance:

441 IAC 110.8 Conditions of the home shall be safe, sanitary, and free from hazards
Monique needs to remove the WD40 and the DeCon that is in the basement hallway.
Monique will need to install a safety lock on the white cabinet in the main floor bathroom.

441 IAC 110.8(1) b Electrical Outlets
Monique needs to install 5 tamper resistant outlet covers. 4 in her living room (behind couch / behind TV) and one in the front room below the glass end table. Monique did put duct tape over the two outlets in the living room, as they sit in to the outlet.

441 IAC 110.8(1) n PETS
Monique needs to have an updated physical on her dog, Buddy. This needs to be completed on form 470-5153 Pet Health Examination Veterinary Health Certificate. Monique reported that that this is scheduled for next week.

Monique needs to ensure that all dog feces is picked up and disposed of in the yard, where the children play.

441 IAC 110.8(2)a Outdoor Space
Monique needs to put the outdoor hose away.
Monique needs to remove the swing attachment and metal U shaped piece that is by the swing attachment that is laying by the firepit.
Monique needs to remove the bag of garbage on the chair outside of her back door.
Monique needs to remove / dispose of the glass decorative bulb that is broken (laying on top of the garbage bag.
Monique needs to pick up and dispose of the dog feces in the back yard.
Monique needs to dispose of the spring that was laying on the ground.

441 IAC 110.9 (4) a, b, c, d, e, f, h, i, j Child Files
Monique needs initial physicals on JH, JC (6), JC (3)
Monique needs annual physical on KM
Monique needs to have enrollment paperwork (including emergency contact, medical consent, allergy, enrollment paperwork, who can pick up child) updated on GM
Monique needs to have activity forms updated on KM and GM

Suggestions/Recommendations:

Corrective Action Required:

An in-person follow-up will not be needed; however, Monique will need to email, or text completed non-compliance items to this worker at therbst@dhs.state.ia.us or 563-590-1536 no later than January 26, 2022.

Monique should continue to utilize the supports of her CCRR worker, Lori Mueller at 563-362-8226.

Monique should continue to utilize the support of the CCNC, Jessica Redden, at 563-326-8618 ext 8221 for additional support and resources.

Monique should continue to utilize the support of the Food Program, at 563-323-1821

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 therbst@dhs.state.ia.us or 563-590-1536 if you have any questions regarding this letter.

Sincerely,

Tammi Herbst

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 563-362-8226

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).