

10/27/2017

April Kenney  
2210 Charles ST  
Burlington, IA 52601

Dear Child Care Provider:

This letter is in regards to the follow up at your Registered Child Development Home B conducted on 10/26/2017. 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:

Findings:

Lisa Hilsenbeck, Child Care Compliance Auditor, completed a follow up visit on 10/26/17 checking the following regulations:

441 IAC 110.8(3)“b” April will place a bottle of water with her first aid supplies. Viewed first aid kit. A bottle of water has been added.

441 IAC 110.8(4) “b” April will show detailed procedures for the following emergency specific situations in her Emergency Preparedness Plan:

Injury/Medical for Provider  
Injury/Medical for Child  
Missing/Lost Child  
Utility Outage

Viewed Emergency Preparedness Plan. Procedures for Injury/Medical for Provider, Utility Outage have been added. Injury/Medical for Child, Missing/Lost Child have been deselected on page 2.

441 IAC 110.9(1)“a” April needs to have the physician that examined her complete the immunization history and TB sections of her Child

Care Provider Physical Exam Report form by filling in dates and boxes in these areas. Viewed physical for April. Immunization history and TB sections have been check marked and dated.

441 IAC 110.9(1)“b” (1) April needs to show documentation of her current course completion for First Aid/CPR. Viewed current First Aid/CPR completion certificate.

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:

An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician

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.

The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. Need physical for L.C. Viewed physical for L.C.



## Iowa Department of Health And Human Services

Kim Reynolds  
Governor

Adam Gregg  
Lt. Governor

Kelly K. Garcia  
Director

Suggestions/Recommendations:

Corrective Action Required:

No further action is required.

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 319-208-5521 or [creckli@dhs.state.ia.us](mailto:creckli@dhs.state.ia.us) if you have any questions regarding this letter.

Sincerely,

Chad Reckling

**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](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).