Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Michelle Osborn

Provider Name: Michelle Osborn

Provider No.: 38642

Address: 260 Lynda DR NW , Cedar Rapids, IA, 52405

E-Mail:

County: Linn

Phone Number: 3197200222

[ ] Pre-Inspection Date:

[ ] Approval Date:

[X] Annual Visit Date: 5/19/2026

Program Type:

[ ] Registered Child Development Home A (guidelines for ratios on all categories)

[X] Registered Child Development Home B

[ ] Registered Child Development Home C

[ ] Registered Child Development Home C1

[ ] Non Registered Child Care Homes accepting CCA

Program Population Served:

[ ] Infant(0<24 mos)

[ ] Toddler

[ ] PreSchool

[ ] School Age

[X] All Ages

1. Basic Overview

Michelle shared that she began providing childcare around 2009 or 2010. She became a Registered provider in 2012. Michelle is not a participant of the IQ4K quality rating system. She does participate in the Food Program. Michelle shared that she is open to caring for children of all ages (infant through school-age). She currently only has a few children enrolled and they attend 2nd shift, but she did share she is open to providing care for 1st and 3rd shift as well. Michelle provides childcare on the main level of her home. Her yard is mostly fenced in. Michelle does not have any pets. Michelle does not have an approved assistant or substitute.

2. Identify Observed Strengths Of The Program

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Michelle did not have any childcare children present on this date. At this time, she shared she only has 3 children enrolled and they all attend 2nd shift hours.

Michelle shared that she likes to walk to the park with the children. She described structure in her day and described a variety of activities including crafts, reading, games, riding bikes and outdoor play.

Michelle did have her children's documentation in a binder for easy review.

3. Identify The Aspects That Fall Below The Standard

110.8 (4) b : Procedures are in place for:
Evacuation to safely leave the facility,
Relocation to a common, safe location after evacuation,Shelter-in-place to take immediate shelter where the child is when it is unsafe to leave that location due to the emergent issue,
Lock down to protect children and providers from an external situation,
Communication and reunification with families,
Continuity of operations, and
Procedures to address the needs of individual children, including those with functional or access needs.

Michelle could not locate her Emergency Preparedness Plan.

*Michelle needs to locate or develop an Emergency preparedness Plan and send pictorial verification of compliance to HHS.

This was also something she could not locate last year so needs to locate it and keep it with her other documentation for future compliance verification.

110.9 (1) a : Within six months of becoming registered, a physical exam report documented on form 470-5152, Child Care Provider Physical Examination Report, for all household members over the age of 18. Physical exams should be repeated every three years.

Michelle's physical exam had recently expired.

*Michelle needs to obtain a current provider health exam (on the approved HHS form).

110.9(1)b. Two hours of approved child abuse and neglect mandatory reporter training.

Michelle could not locate this certification.

*Michelle needs to locate her current certification of Mandatory Child Abuse Reporter training and send pictorial verification to HHS.

Michelle should then keep the current certification with her other required documentation for future compliance verification.

Certification by an approved trainer/organization in infant and child First aid and CPR.

Michelle could not locate a current certification of First aid and CPR training. This was also something that she could not locate at last year's compliance check.

This worker was able to look back and verify that she did send me pictorial verification of her certificate after last year check but that was dated 10/21/23 and would have since expired.

*Michelle needs to locate or obtain a current certificate of First aid and CPR training and send pictorial verification to this worker.

Michelle should then maintain that certificate with her other required documentation for verification at future compliance visits.

A re-check is not needed at this time. The above corrections should be made within 3 weeks (by 6/9/26) and will be reviewed at the next annual compliance check.
Please send pictorial verification of the items where specifically noted above to christy.weber@hhs.iowa.gov or text to 319-429-0749.

Thank you for your service in providing childcare in your community.

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4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

NA

5. Special Notes/recommendations

Notes:
Michelle shared that she does not transport the childcare children. She did share that she may consider transporting children in the future and we did discuss what she is required to have in her vehicle and other expectations with the transporting of childcare children.
Michelle shared that she does not ever use a swimming pool but might go to the splashpad with childcare children.
We did discuss safe sleep policies.
We did discuss the number of children she is allowed to care for at one time as a Category B provider.

As part of the 2026 Targeted compliance the Emergency Preparedness Plan was thoroughly reviewed. As noted above, Michelle could not locate her EPP. She does need to locate that or develop one accordingly and she needs to send pictorial verification of compliance to this HHS worker.
She was encouraged to review it at least yearly to ensure that no changes need to be made.

Recommendations:
Michelle did not yet have anything written in regard to notifying parents in writing that the state does allow parents to submit an exemption for immunizations (either religious or medical) in lieu of the immunization record for each child. This is a new expectation for providers effective 7/1/25 so we did discuss this, and she agreed to get that documented accordingly.

6. ADDENDUMS:

- Addendum1: As of 6/30/26 Michelle has sent pictorial verification of the items requested.

This Addendum is approved by supervisor on 7/1/2026

HHS Child Development
Home Compliance Worker: Christine Weber Date: 5/20/2026

Non-compliance with any of the mandated regulatory 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.

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 I encourage you to work with Ashley Cram with Child Care Resource and Referral if you have any ongoing compliance or training needs. Ashley Cram can be reached at 563-362-8224