05/30/2023

Alysia Koontz
815 Lynkaylee DR
Waterloo, IA 50701

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 05/30/2023. 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 110.8(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

441 IAC 110.9 Files

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

441 IAC 110.9(1)“ b” (1) I-PoWeR records or certificates verifying required training completion:

Prior to registration:

- minimum health and safety training, approved by the Department, in required content areas
- Iowa’s Mandatory Child Abuse Reporter Training

Prior to registration: First Aid and Cardiopulmonary resuscitation. Provider shall maintain a valid certificate indicating date of training and expiration date.

During each two year registration period, the provider shall receive a minimum of 24 hours of training from approved content areas. A provider shall not use a specific training or class to meet minimum continuing education requirements more than one time every five years

A provider who submits documentation from a child care resource and referral agency that the provider has completed the Iowa Program for Infant/Toddler Care (IA PITC), ChildNet, or Beyond Business Basics training series may use those hours to fulfill a maximum of two years’ training requirements, not including first-aid and mandatory reporter training

Findings:

This worker arrived at the home on 5/30/23 to find two child care children present along with the providers own young child. Two additional children arrived while this worker was present. She was in compliance with her numbers and age ranges for category B.

It should be noted that Alysia did reach out to this worker prior to todays visit notifying this worker of remodeling that is being done in her home. She had also contacted CCR&R as well as she wanted to assure she was maintaining safety during the remodel. The main level living areas had been gutted. Currently all the outlets are exposed as they have been waiting for the mudders to arrive to do work on the walls.

Alysia has taken safety precautions in that she has the parents call her when they are arriving. At that time she takes the children with her upstairs to to the main level and they immediately are escorted to the downstairs area where she provided child care. She does have a gate at the top of the stairs and at the bottom. She does not leave the children unattended downstairs. She is with them the entire time any of the children are upstairs/main level and that is only to come and go from child care. All the child care is provided on the lower level.

A complete tour of the home was completed with the following noted:
- the outlets on the main level are not capped due to the remodel but she has taken safety precautions in that the children are greeted at the front door and escorted back to that door upon departure. We did develop a safety plan for her to follow during the remodel but it should be noted that it is strictly to follow the safety precautions she is currently taking and not as a negative action.

The outdoor area was observed with no hazards noted.

A full review of records noted some items needing updates:
-The two dogs did have annual exams but need to be on the approved HHS form.
- Alysia needs to update her child abuse and neglect mandatory reporter training. (she reported she was not aware it had changed to every 3 years)

In regards to the files for the children in care, Alysia had everything she needed in the children's files. Angela's files were organized so this worker was able to look through them without the assistance of Alysia so she was able to tend to the children accordingly.

Suggestions/Recommendations:

Due to the current remodel on the main level, we developed a safety plan stipulating that she will continue to follow her own steps of greeting the children at the front door and escort them back to that door upon departure. Again it should be noted that this safety plan it is strictly to follow the safety precautions she is currently taking and not as a negative action. Alysia agreed to contact this worker when the remodel is complete for this worker to do a follow up check.

Alysia agreed to get the appropriate documentation of her dogs annual exams on the approved HHS form.
Alysia agreed to update her child abuse and neglect mandatory reporter training and send pictorial documentation.

You may contact your local CCR&R for further assistance if needed.

Corrective Action Required:

Alysia agreed to send pictorial documentation of the missing items noted above. Please email pictorial documentation of compliance to me at cweber@dhs.state.ia.us or text me at 319-429-0749. Please send all necessary compliance documentation within 2 weeks of the receipt of this letter.

Thank you for the service you provide to the children in your community.

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 319-429-0749 or cweber@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Christine Weber

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).