

09/26/2017

Denise Horn
1202 Dehner 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 09/25/2017. 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 9/25/17 checking the following regulations:

441 IAC 110.8(1)"h" Denise needs to place a smoke detector in her north playroom. Viewed smoke detector installed in the north playroom.

Denise needs to check her smoke detectors on a monthly basis and record when these are completed. Viewed monthly documentation of smoke detector testing.

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:

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. Need updated parent signature and date on form for A.N., H.N. Viewed updated parent signature and date on form for A.N., H.N.

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. Need updated parent signature and date on form for A.N., H.N. Viewed updated parent

signature and date on form for A.N., H.N.

A signed medical consent from the parent authorizing emergency treatment. Need updated parent signature and date on form for A.N., H.N. Viewed updated parent signature and date on form for A.N., H.N.

A list 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. Need updated parent signature and date on form for A.N., H.N. Viewed updated parent signature and date on form for A.N., H.N.

Written permission from the parent for the child to attend activities away from the child development home. Need updated parent signature and date on form for A.N., H.N. Viewed updated parent signature and date on form for A.N., H.N.



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 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 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).