02/17/2023

Makayla Volkert
408 Meridian ST
Tipton, IA 52772

Dear Child Care Provider:

This letter is in regards to the pre-inspection visit at your residence in which you are seeking child development home registration conducted on 02/17/2023. 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 110.7	**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)"g"	The home shall have at least one 2A 10BC rated fire extinguisher located in a visible and readily accessible place on each child-occupied floor.
441 IAC 110.8(1)"h"	The home shall have at least one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. Each smoke detector shall be installed according to manufacturer's recommendations. The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes
441 IAC 110.8(1)"i"	Smoking and the use of tobacco products shall be prohibited at all times in the home and in every vehicle in which children receiving care in the home are transported. Smoking and the use of tobacco products shall be prohibited in the outdoor play area during the home's hours of operation. Nonsmoking signs shall be posted at every entrance of the child care home and in every vehicle used to transport children. All signs shall include: **1.** The telephone number for reporting complaints, and **2.** The Internet address of the department of public health (www.iowasmokefreeair.gov)
441 IAC 110.8(4)	**Emergency Plans**

441 IAC 110.8(4) Emergency Plans: plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

441 IAC 110.8(4) "b" The provider must have procedures in place for the following:

1. evacuation to safely leave the facility
2. relocation to a common, safe location after the evacuation
3. shelter-in-place to take immediate shelter where you are when it is unsafe to leave that location due to the emergent issue
4. lock down protocol to protect children and providers from an external situation
5. communication plan and plans for reunification with families
6. continuity of operations plans
7. Procedures to address the needs of individual children, including those with functional or access needs

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)" a" A physician's examination report for the provider and all members of the provider's household aged 18 years or older. Acceptable physical examinations shall be documented on Form 470-5152, Child Care Provider Physical Examination Report. All children residing in the household must have medical documentation outlined in 110.9(4) "d", 110.9(4) "f", and 110.9(4) "g"

Findings:

441 IAC 110.8(1)a. Emergency numbers. Makayla needs to post emergency numbers for police, fire, ambulance, and poison information center.
441 IAC 110.8(1)b. Electrical. Makayla needs to cap accessible electrical outlets in child occupied rooms. Makayla needs to secure TV wires.
441 IAC 110.8(1)g. Fire extinguisher. Makayla needs 2A10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor.
441 IAC 110.8(1)h. Smoke detectors. Makayla needs smoke detectors in every child occupied room and at the top of every stairwell.
441 IAC 110.8(1)i. Nonsmoking signs. Makayla needs nonsmoking sign posted on secondary entrance. Makayla was provided a sign.
441 IAC 110.8(3)e. Infectious disease. Makayla needs a separate container for soiled diapers.
441 IAC 110.8(4)a. Emergency Plans. Makayla needs to add evacuation routes for fire and tornado and address for flood/evac location. Makayla needs to post by both primary and secondary exits.
441 IAC 110.8(4)b. Emergency Preparedness Plan. Makayla needs to complete written emergency preparedness plan to include evacuation, relocation, shelter in place, lock down, communication/reunification, continuity of operations and procedures to address the needs of individual children, including those with functional or access needs.
441 IAC 110.9(1)a. Household physicals. Aaron needs physical exam documented on form 470-5152, Child Care Provider Physical Examination Report. Cecilia needs admission physical exam report and immunization certificate.

Suggestions/Recommendations:

Contact Alicia Wagner at CCRR for needed assistance with the above items.
Alicia Wagner
Child Care Consultant
Child Care Resource & Referral of Southeast Iowa
Community Action of Eastern Iowa
awagner@caeiowa.org
T: 319-538-8464

Corrective Action Required:

Makayla needs to call this worker at 563-949-6971 when she has the above items completed and a follow up visit will be arranged. Items need to be completed by 3/7/2023.

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 563-949-6971 or khuinke@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Kathy Huinker

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).