Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Elizabeth Seals

Provider Name: Elizabeth Seals

Provider No.: 42204

Address: 1800 E Ridgeway AVE, Waterloo, IA, 50702

E-Mail:

County: Black Hawk

Phone Number: 5153680307

- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 6/8/2026

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
- [X] School Age
- [ ] All Ages

1. Basic Overview

Elizabeth became a registered childcare provider in 2014. She stopped doing in home care in 2015 and got re-registred in 2018. She is not a participant of the IQ4K quality rating system. She does participate in the Food Program. Elizabeth shared that she only cares for school age children. (She has cared for younger children in the past). Currently, Elizabeth shared that she is primarily using her garage and outdoor space for childcare for the summer program. She does utilize the bathroom inside and shared that they will at times utilize the indoor space if the weather indicates the need. Elizabeth does have a large outdoor play space. She does have a trampoline that she reported the childcare children do use. Elizabeth shared that she has 4 dogs. She noted that the dogs do interact with the childcare children. Elizabeth does not have an approved assistant or substitute.

CHILD CARE ANNUAL EVALUATION

2. Identify Observed Strengths Of The Program

The childcare children were in the garage when this worker arrived. The children were sitting at the tables, and Elizabeth was applying sunscreen to the children. Elizabeth did provide appropriate supervision while I was present. She does appear to have a variety of toys and activities for the children.

3. Identify The Aspects That Fall Below The Standard

All areas of the residence were observed during inspection. If not, please note rationale in Comment section.

Not all areas of the home were viewed on this date. There were a few household members sleeping and someone was in the bathroom so this worker was not able to view all the areas. (This worker does need to do a follow up visit as Elizabeth did not have any of her documentation accessible so the home will be observed accordingly at that follow up visit.)

110.6 : No more children are in care than the number authorized on the registration certificate.

Elizabeth had 9 children present on this date. She shared that she has one more child still coming on this date. When this worker asked if she knew how many children she was allowed to have at one time (as a category B provider) she stated 12. That is not accurate. She is only allowed to have 8 children at one time. She is allowed to have an additional 4 children, if they are school age and if they are not present for more than 2 hours at a time. That is intended to allow her those 4 extra children before and after school, unless he has an assistant present but she does not have an approved assistant. We have previously discussed the number of children she is allowed at one time and discussed it again on this date. Elizabeth shared that for the summer she will typically only have 8 in the day but on this date, she allowed her 2 overnight children to stay for the day. This worker did not make her send those extra children home immediately, but she agreed to stay within her 8 allowed.

110.8(1)a. Number for each child's parent, a person who can be reached when the parent cannot and child's physician is written on paper and readily accessible by the working telephone.

Elizabeth did not have this written list. This was also an area that she was out of compliance with at last year's annual inspection.

*Elizabeth will need to develop that accordingly and this worker will plan to review that at the follow up visit.

110.8(1)h. Each smoke detector is tested monthly, and a record is kept for inspection purposes.

Elizabeth did not have this documentation for 2026. She shared that she just printed out a new form for documentation but did not have anything to show for the first half of this year.

*Elizabeth should try to locate her documentation of monthly testing of smoke detectors for the first half of this year and this worker will plan to view it for verification at the follow up visit that will need to be completed.

110.8(1)n. All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.
Form 470-5153, Pet Health Examination Veterinary Health Certificate, is on file.

Elizabeth shared that she has 4 dogs. On this date she did not have any documentation accessible for verification of pet exams, and she did state that they need updates.

*Elizabeth will need to locate/obtain annual pet exams for all dogs and this documentation will be reviewed at the follow up visit that will need to occur.

110.8 (1) p : The provider has written policies about caring for mildly ill children and the exclusion of children due to illness, and informs parents of policies.
110.8 (1) q : The provider has written policies about responding to health-related emergencies.

Elizabeth did not have any of her documentation accessible/available for review on this date.

*Elizabeth will need to locate or develop both of these required policies, and they will be reviewed for compliance at that follow up visit that will need to occur.

110.8 (1) r : Certificate of registration is displayed in a conspicuous place.

The certificate that Elizabeth had displayed had expired in 2024.

*Elizabeth needs to locate her current certificate of registration and display that in a conspicuous place. This worker will look to verify this at the follow up visit that will need to be completed.

110.8 (3) a : All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

Elizabeth did have several chemicals/cleaners under her kitchen sink and the cabinet was not secured.

CHILD CARE ANNUAL EVALUATION

*Elizabeth needs to secure the kitchen cabinet or move the chemicals/cleaners so they are not accessible to the children. This worker will plan to verify compliance at the follow up visit.

110.8(40a. Fire and tornado drills are practiced monthly and documentation kept on file for the current year and previous year.

Elizabeth did not have this documentation for 2026. She shared that she just printed out a new form for documentation but did not have anything to show for the first half of this year.

*Elizabeth should try to locate her documentation of monthly practice of fire and tornado drills for the first half of this year and this worker will plan to view it for verification at the follow up visit that will need to be completed. She is also supposed to keep the records for the prior year.

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.

Elizabeth could not locate a current Emergency Preparedness Plan. The one she had with a 2026 date was mostly blank as far as her specific planning but rather had a document with examples of information to include in her specific plan.

*Elizabeth will need to locate or develop an Emergency Preparedness plan, and this worker will review it for compliance at the follow up check.

110.9(1) : A provider file is maintained and contains:
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.
Within six months of becoming registered, children 18 years of age or younger residing in the household must have:
Admission physical exam report.
Immunization certificate.
For school age: Documentation of physical exam completed at time of school enrollment or since that time.

Elizabeth did not have access to her documentation on this date for verification of compliance.

*Elizabeth needs to locate her required documentation of physical exams for all the household members and have that accessible for verification of compliance at the follow up visit.

110.9(1)b. provider file contains
Two hours of approved child abuse and neglect mandatory reporter training
Certification by an approved trainer/organization in infant and child first aid and CPR.
Elizabeth could not locate/ or did not have accessible her verification of a current Mandatory Child Abuse Reporter training or First aid and CPR certificate.
*Elizabeth needs to locate or obtain her current training certificates of the above two items and show verification of compliance at the follow up visit.

110.9 (1) b : Documentation from the Department confirming record checks have been completed and authorizing or limiting the person's involvement with childcare.

Elizabeth did not have any documentation accessible on this date. She needs to obtain all of the required documentation for verification of compliance at the follow up visit that will completed.

110.9(4) : An individual file is maintained for each child and updated annually or when there are changes.
Each file contains:
110.9 (4) a : 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.
110.9 (4) b : Emergency information including where the parent can be reached, the name, street address, city, and telephone of the child's regular doctor, and the name, telephone number, and relationship to the child of another adult available in case of emergency.
110.9 (4) c : A signed medical consent from the parent authorizing emergency treatment.
110.9 (4) d : For infants and preschoolers: An admission physical examination, on the first day of attendance, including past

health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.
For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian or admission physical examination that is not more than 12 months from the child's first day.
110.9 (4) e : For infants and preschoolers: A statement of health signed by a physician submitted annually.
For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of statement of health or admission physical.
110.9 (4) f : For each school-age child, record of a physical exam completed at the time of school enrollment or since.
110.9 (4) g : A signed and dated immunization certificate provided by the state Department of Public Health.
110.9 (4) h : Written emergency plans for children with allergies. Must accompany child if away from facility.
110.9 (4) i : Documentation signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.
110.9 (4) j : Written permission from the parent(s) for their child to attend activities away from the child development home.
110.9 (4) k : Injury report forms to document injuries requiring first aid or medical care.
110.9 (4) l : If a child meets definition of homelessness, required medical documentation is obtained within 60 days of enrollment.

Elizabeth did not have any of the children's files available for compliance verification on this date.

*Elizabeth needs to locate/obtain a file for each child with the required documentation, and this will be reviewed for verification of compliance at the follow up visit.

110.14 (1) e : When more than 8 children are present for more than 2 hours, a DHS-approved assistant at least 14 years old is present. unless extra children are present as a result of an emergency school closing.

As noted above, Elizabeth was over on the number of children she is allowed to have in childcare at one time. She does not have an approved assistant and is only allowed to have 8 children in care at one time. We did discuss that she can only have up to 12 when 4 of them are school aged and it is not for more than 2 hours which is typically meant to be before and after school.

*Elizabeth needs to ensure that she is in compliance at all times with the number of children she is all to have.

A re-check will need to be completed due to the fact that Elizabeth did not have any of her required documentation on this date and this worker did not have the opportunity to observe the entire home. The above corrections should be made within the next week, and this worker will plan to do a follow up visit in 1-2 weeks.

If you have questions, you may contact me at 319-429-0749 or via email at christy.weber@hhs.iowa.gov

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

NA a follow up visit will be completed within 1-2 weeks.

5. Special Notes/recommendations

Notes:
Elizabeth shared that she does not transport the childcare children. (She did in the past but reports she no longer transports.
Elizabeth shared that she does not ever use a swimming pool but will use a sprinkler for other water play.
We did discuss safe sleep policies. Elizabeth shared that she does not care for infants.
We did discuss the number of children she is allowed to care for at one time as a Category B provider. As noted above she was out of compliance in this area.

As part of the 2026 Targeted compliance the Emergency Preparedness Plan was thoroughly reviewed. Elizabeth was out of compliance with her EPP. In most of the sections she had utilized the example format and had not put in any information specific to her plan. Elizabeth does need to take step to update/complete her EPP. This worker does need to do a follow up and this will be reviewed at that time
She was encouraged to review it at least yearly to ensure that no changes need to be made.

CHILD CARE ANNUAL EVALUATION

Recommendations:
As of 7/1/25 providers are expected to notify all 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. We did not discuss this on this date as Elizabeth did not have any of her documentation available for review. This worker will need to do a follow up a check and we will discuss this at that time.

CHILD CARE ANNUAL EVALUATION

6. ADDENDUMS:

- Addendum1: The annual compliance visit was completed on 6/8/26. At that time Elizabeth could not locate most of her documentation and this worker was also not able to do a full walk- through of the home as her teens were sleeping and using the bathroom. This worker informed Elizabeth that I would need to do a follow- up visit within 1-2 weeks.

  On 6/16/26 this worker arrived at the childcare for a follow- up visit. The children were all in the backyard playing. Elizabeth had 7 childcare children in care and her grandson on this date for a total of 8 children. Elizabeth is now aware that 8 is the maximum number of children she is allowed at one time. This worker was able to complete a walk- through of the home and observe the rooms I had not observed on 6/8/26. Elizabeth had secured the cabinet under the kitchen sink that had chemicals. She had also located her written policy about responding to health-related emergencies.

  This worker did have an opportunity to observe a few items she had located and to view the children's files, but Elizabeth acknowledged she had not yet located or completed many of the items from the 6/8/26 visit.

  The areas that Elizabeth still needs to come into compliance with are the following:

  - Elizabeth still needs to develop a complete written list of all the children enrolled, parental contact, emergency contact and physician and she needs to send pictorial verification of compliance to this worker.
  - Elizabeth should try to locate the documentation of monthly testing of smoke detectors for the first half of the year and keep that with her other required documentation.
  - She also needs to locate the documentation of monthly practice of fire and tornado drills for the first part of this year. She is also supposed to keep the records for the prior year.
  - Elizabeth still needs to locate/obtain annual pet exams for Journey, Winchester and Ranger and send pictorial verification of compliance to this HHS worker.
  - Elizabeth needs to fill in the blank areas on her Emergency Preparedness plan and send pictorial verification to HHS.
  - Elizabeth needs to locate the required physical for herself and all household members and maintain those with her other required documentation for future compliance visits.
  - Elizabeth needs to locate her verification of mandatory child abuse reporter training and First aid and CPR and send pictorial verification to this worker. She should then maintain those records with her other required documentation for future compliance.
  - Elizabeth needs to locate her Documentation from the Department confirming record checks have been completed and authorizing or limiting the person's involvement with childcare. She should then maintain that with her other documents for future compliance visits.
  - Elizabeth needs to work with the parents to obtain all of the required documentation for each child's file.

  Recommendations: As of 7/1/25 providers are expected to notify all 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.

  *Elizabeth needs to document that accordingly in her records and this will be reviewed at next year's visit.

  -

  It is also recommended that as Elizabeth sends pictorial verification of compliance to this worker, that she keeps those documents with her other records for verification of compliance at future compliance visits.

  Since a follow up visit was already completed, this worker is now requesting that Elizabeth send pictorial verification of compliance of the items noted above to christy.weber@hhs.iowa.gov or text to 319-429-0749 by 7/7/26.

This Addendum is approved by supervisor on 6/18/2026

Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

HHS Child Development
Home Compliance Worker: Christine Weber Date: 6/17/2026

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 Black Hawk County Child Care Resource and referral at 319-233-0804 if you have any ongoing compliance or training needs.