06/02/2023

Froggy In Home Child Care
120 34th AVE
Marion, IA 52302

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home C conducted on 06/02/2023. 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)"a" The home shall have a nonpay, working land-line or mobile telephone with emergency numbers posted for police, fire, ambulance, and the poison information center. The number for each child's parent, for a responsible person who can be reached when the parent cannot, and for the child's physician shall be written on paper and readily accessible by the telephone. The home must prominently display all emergency information, and all travel vehicles must have a paper copy of emergency parent contact information

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 110.8(2) **Use of Outdoor Space**

441 IAC 110.8(2) "b" When there is a swimming or wading pool on the premises:

1. A wading pool shall be drained daily and shall be inaccessible to children when it is not in use.

2. An aboveground or in-ground swimming pool that is not fenced shall be covered whenever the pool is not in use. The cover shall meet or exceed the ASTM International (formerly known as the American Society for Testing and Materials) specification intended to reduce the risk of drowning by inhibiting access to the water by children under five years of age.

3. An uncovered aboveground swimming pool shall be enclosed with an approved fence that is non-climbable and has a minimum height of four feet.

4. An uncovered in-ground swimming pool shall be enclosed with a fence that is non-climbable and is at least four feet high and flush with the ground.

441 IAC 110.8(3) **Medications and Hazardous Materials**

441 IAC 110.8(3)"b" A first-aid kit shall be available and easily accessible whenever children are in the child development home, in the outdoor play area, in vehicles used to transport children, and on field trips. The kit shall be sufficient to address first aid related to minor injury or trauma and shall be stored in an area inaccessible to children. The kit shall, at a minimum, include adhesive bandages, bottled water, disposable tweezers, and disposable plastic gloves.

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"

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:

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.

b. 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.

c. A signed medical consent from the parent authorizing emergency treatment.

d. An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician

1. The date of the physical examination shall not be more than 12 months before the child's first day of attendance at the child development home.

2. The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary.

3. For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physical examination report.

4. The examination report or statement of health status shall be on file before the child's first day of care

e. For children under the age of 6,a statement of health condition signed by a physician or designee submitted annually from the date of the admission physical. For a child who is enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physician statement.

f. For each school-age child, on the first day of attendance, documentation of a physical examination that was completed at the time of school enrollment or since.

g. A signed and dated immunization certificate provided by the state department of public health. For the school-age child, a copy of the most recent immunization record shall be acceptable.
h. For any child with allergies, a written emergency plan in the case of an allergic reaction. A copy of this information shall accompany the child if the child leaves the premises.
i. Documentation 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.
j. Written permission from the parent for the child to attend activities away from the child development home.**k.** Injury report forms documenting injuries requiring first aid or medical care
l. If the child meets the definition of homelessness as defined by section 725(2) of the McKinney-Vento Homeless Education Assistance Act, the family shall receive a 60-day grace period to obtain medical documentation.

Findings:

This worker arrived at the home on 6/2/23 around 8:15am to find 7 child care children present with one of those being her own child. Two additional children arrived while this worker was present which would have put her over numbers. Katherine's sister happened to be visiting so agreed to care for Katherine's son so that Katherine would only have 8 children and be in compliance with the number of children allowed as a sole provider. Katherine was in compliance with her numbers and age ranges for category C. Katherine did share that she was not aware that both of those children were going to come on this date. She did share that had her sister not been here to take her own child, Katherine would have told the parent she could only take one child today. She also noted that those two children are new to her child care as of yesterday and she will plan to talk to the parent/grandma to have better communication in regards to when they are coming.
Katherine is currently approved a C provider but does not currently have an assistant or substitute.

A complete tour of the home was done with the following noted:
- Katherine did not have disposable tweezers that are required for her First aid kit.

The outdoor area was observed. Katherine does have an above ground pool in her back yard. She does have a fence around it that is 4 feet high and non-climbable. She reported that the child care children do not use the pool. There is a door however that leads to the outside deck and there is no gate to prevent the children from accessing the pool through that direction. A gate needs to be installed that is at least four feet high and non-climbable.

A full review of records noted some items needing updates:
-Katherine did have contact information for each child's parent, who to reach when the parent cannot be reached and the child's physician documented but it was in child's individual file so not readily accessible by a working phone.
- Katherine also did not have that same information in her vehicle that she uses to transport children.
- Katherine did not have an updated (annual) pet exam for her dog.
- Katherine did not have an updated physical and immunization record for her son.
- Katherine did not have an updated physical and immunization record for her husband.

This worker reviewed seven files for the seven children who were initially present. Katherine reported that the two children who arrived later, only started in care yesterday and she reported she does not yet have a file for them. We discussed the need for her to maintain a file for all children and that she really needs to have that information before the children start in care. In reviewing the other seven files, the following was noted:
- Katherine was missing updated physicals for three of the children in her care.

Aside from the other two kids that did not have a file at all, her files were well organized and she has a nice separate space for her child care children in the lower level of the home.

Suggestions/Recommendations:

- Katherine needs to obtain disposable tweezers that are required for her First aid kit.
- Katherine agreed to obtain a gate on her deck leading to the pool to prevent the children from accessing the pool through that direction. It needs to be at least four feet high and non-climbable.
- -Katherine needs contact information for each child's parent, who to reach when the parent cannot be reached and the child's physician documented and readily accessible by a working phone. This worker did provide her a form she can use.
- Katherine also needs to have that same information in her vehicle that she uses to transport children.
- Katherine needs to obtain an updated (annual) pet exam for her dog.
- Katherine needs an updated physical and immunization record for her son.
- Katherine needs an updated physical and immunization record for her husband.
- - Katherine needs updated physicals for three of the children in her care.
- Katherine needs to obtain complete files for two kids in her care.

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

Corrective Action Required:

Katherine 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).