Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Lisa Campbell

Provider Name: Lisa Campbell

Provider No.: 22779

Address: 310 Locust ST, Waterloo, IA, 50701

E-Mail:

County: Black Hawk

Phone Number: 3199397084

☐ Pre-Inspection Date:

☐ Approval Date:

☒ Annual Visit Date: 3/18/2026

Program Type:

☒ Registered Child Development Home A (guidelines for ratios on all categories)

☐ 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

☐ School Age

☒ All Ages

1. Basic Overview

Lisa became a Registered childcare provider in 2018. She does not participate in the IQ4K quality rating system. She does not participate in the Food Program. Lisa reported that she does provide childcare first shift, and second shift. She uses the main level of her home and a couple of the upper- level bedrooms for children to sleep. Lisa is willing to care for children from the ages of infant through school-age. Lisa does have a fenced in yard. She does have a trampoline in her back yard but reported that the childcare children do not use it. Lisa does not have any pets. Lisa does not have an approved substitute or assistant.

2. Identify Observed Strengths Of The Program

Lisa had 3 children awake and in the living room when this worker arrived. She had two additional school age children

sleeping upstairs. One additional school-aged child arrived while I was present for a total of 6 children. Several of the children in care were her grandchildren.

This worker did observe the youngest child enjoying Miss Rachel and clapping and bouncing/dancing to the show. Two other toddler aged children played with a variety of toys while I was present including a ball and some mazes, and puzzles. Lisa described that the children frequently watch Miss Gracie and Miss Rachel but also enjoy drawing, free play and she described reading to the children regularly. She also described that in the warmer months they frequently play outside.

Once child did hit another while I was present, but I did observe Lisa appropriately intervene. I also observed her to re-direct the children on a couple of occasions.

3. Identify The Aspects That Fall Below The Standard

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.
Lisa had a written list, but it was not updated with current enrollment.
*Lisa needs to update this written document to include all of the children currently enrolled. She needs to send pictorial verification of this to HHS.

110.8 (1) h : Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.
Lisa's smoke detector in her dining room was down. She also did not have a smoke detector in two of the bedrooms on the upper level and in the enclosed porch/play area.
*Lisa needs to replace/obtain 4 smoke detectors and send pictorial verification to this worker when installed.

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.
Lisa had these policies in some of the children's files but not all. Additionally, the document she used for her policies had blank spaces in several of them, so her policy was not actually identified in many of the children's files.
*Lisa needs to write out her policy for mildly ill children and her policy for responding to health-related emergencies and have parents sign that document to verify that parents have been made aware of her policies. She needs to send pictorial verification of those to HHS.

110.8 (3) a : All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.
This worker did observe chemicals, toxic items in a few areas. She had some bleach in reach of the children in the bathroom. She had lighter fluid and a cleaning product on the enclosed porch. She did move all of those items while this worker was present.
*Lisa needs to ensure that all chemicals, toxic and unsafe materials are secured from access by a child at all times.

110.8(4)a. Fire and tornado drills are practiced monthly and documentation kept on file for the current year and previous year.
Lisa did have fire and tornado drills documented for this year. She had not kept her documentation from the year prior.
*Lisa needs to ensure that she keeps her documentation of monthly fire and tornado drills for the year prior for verification at future compliance visits.

110.9 (1) b : Two hours of approved child abuse and neglect mandatory reporter training
Lisa could not locate this training verification.
*Lisa needs to locate her certification of Mandatory Child Abuse Reporter training, and she should keep that with her documentation for future compliance verification. She needs to send pictorial verification to this worker once located.

Documentation from the Department confirming record checks have been completed and authorizing or limiting the person's involvement with childcare.
Lisa could not locate this documentation. Lisa is up for renewal this year.
*At the time of her renewal, she should receive a verification letter of who has been authorized to be in the home, and she should keep this letter with her other required documentation.

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110.9(4) : An individual file is maintained for each child and updated annually or when there are changes.
Lisa had a file for all the children except one child she had today on what she described as a "trial basis". She did not have annual updates.
*Lisa needs to ensure that the parents review/update each file at least annually and that they sign and date accordingly.

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) l : If a child meets definition of homelessness, required medical documentation is obtained within 60 days of enrollment.
Lisa did not have a file for one child.
Of the files reviewed on this date, Lisa was missing an initial physical for one toddler and one school aged child. She was also missing an updated physical/parental health statement for one school-aged child.
*Lisa needs to review all of her children's files and work with the parents to obtain all of the required documentation for each child's file.

A re-check is not needed at this time. The above corrections should be made within 3 weeks (by 4/8/26) and will be reviewed at the next annual compliance check.
Please send pictorial verification of the items where specifically noted above to christy.weber@hhs.iowa.gov or text to 319-429-0749.

Thank you for your service in providing childcare in your community.

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

NA

5. Special Notes/recommendations

Notes:
Lisa shared that she does not transport the childcare children.
Lisa 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.
We did discuss the number of children she is allowed to care for at one time as a Category A provider.

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When this worker arrived, Lisa introduced her 16- year-old granddaughter as her "helper". Lisa does not currently have anyone approved by HHS to serve as an assistant. This worker did seek information what she meant by a "helper". Lisa described that she was planning to have her assist with the childcare children this week since it is spring break and she thought she might have more children. In talking through what she meant by more children (as she is only allowed 8 maximum, as a category A provider) she did identify that she would still be within that number of 8. This worker did advise that she is not allowed to have others assist with the children in care unless they are approved as an assistant through HHS. We discussed that an assistant needs to be 14 years of age and have appropriate background checks completed and complete Mandatory Child Abuse Reporter training. We discussed the process if she does want to pursue having her granddaughter approved as an assistant. Until such time she is approved she is not allowed to act in the capacity of an assistant, which Lisa acknowledged and agreed to.

As part of the 2026 Targeted compliance the Emergency Preparedness Plan was thoroughly reviewed. Lisa was in compliance with her EPP.
She was encouraged to review it at least yearly to ensure that no changes need to be made.

Recommendations:
Lisa did not yet have anything written in regard to notifying 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. This is a new policy effective 7/1/25 so we did discuss this, and she agreed to get that documented accordingly.

In regard to the required documentation, Lisa did have a folder for each child (except one) that she did provide to this worker for review. However, she was missing some of the required documentation, so we did discuss the documentation needed for each child.
Additionally, she had a folder for herself but did not have her verification of First aid and CPR and MCART in that file. She was able to locate a current First Aid and CPR although there had been a 3-month gap when it had expired. She is encouraged to ensure that moving forward she renews her training before it has expired and encouraged to keep those two certificates with her other required documentation for annual compliance reviews.
This worker did ask if she still had a binder that would have been provided to her by CCR&R when she initially got Registered and she stated that she did. This worker did suggest that reviewing that binder and utilizing that binder might assist her with the organization of her documentation.

6. ADDENDUMS:

- Addendum1: As of 5/14/26 Lisa has sent pictorial verification of compliance of the items requested.

This Addendum is approved by supervisor on 5/11/2026

HHS Child Development
Home Compliance Worker: Christine Weber Date: 3/18/2026

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.