IOWA
HHS
Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

03/14/2025

Lacey Calvert
615 S 10th ST
Adel, IA 50003

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 03/13/2025. 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(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.

Findings:

441 IAC 110.8(1)“a” 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

**The provider uses both floors of her home during the day for childcare. The provider will need to post all emergency numbers on the main floor of her home.

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.

**The provider is in need to place a set of emergency routes and exits on the main floor of her home.

Suggestions/Recommendations:

If you have any questions regarding this letter, please contact compliance staff.

Your CCR&R representative is Kelly Phelps. Her contact number is 515-802-7292. Her email is kphelps@orchardplace.org

Your CNCC is Liz Ludwig. Her contact number is 515-444-7637 and her email is lludwig@everystep.org

Corrective Action Required:

In regards to the need for emergency numbers to be posted on each floor of the home, you can copy your current list and place it on the main floor somewhere. As discussed, it can be on your fridge or somewhere else that is visible and easily accessible. This will be reviewed at your next compliance visit.

In regards to the need for posting emergency routes on your main floor, you will need to ensure that the routes for fire and tornado are identified for evacuation if you and the children are on the main level of your home. This will be reviewed at your next compliance visit.

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 712-435-0576 or stacy.burris@hhs.iowa.gov if you have any questions regarding this letter.

Sincerely,

Stacy Burris

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).