Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Melanie Reynolds

Provider Name: Melanie Reynolds

Provider No.: 17696

Address: 1046 N 26th ST, Fort Dodge, IA, 50501

E-Mail:

County: Webster

Phone Number: 5155749361

- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 8/28/2026

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
- [ ] School Age
- [X] All Ages

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1. Basic Overview

Melanie is a category B provider who has 22 years of experience in childcare. She has been registered since 2008. Her hours are 7:30AM to 5:00PM, Monday thru Friday. She accepts children of all ages. Melanie belongs to the food program and accepts childcare assistance payments. There is a fenced in back yard for the children to play in. There are no pets in the home.

2. Identify Observed Strengths Of The Program

Melanie is an experienced provider who is committed to providing a positive program for the children. I observed positive interactions between Melanie and the children. Melanie has a child-lead play program, and the daily schedule is very flexible. She has craft supplies and other activities for the children to develop their fine motor skills. Melanie states the children become part of a big family, and she is involved in the children's activities outside of daycare hours.

3. Identify The Aspects That Fall Below The Standard

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.

The provider needs to include a plan for continuity of operations.

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.
110.9 (4) e : For infants and preschoolers: A statement of health signed by a physician submitted annually.
110.9 (4) g : A signed and dated immunization certificate provided by the state Department of Public Health.
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.

Several children need updated documents in their files.

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

NA

5. Special Notes/recommendations

2026 Target Compliance of Emergency Preparedness Plan: The provider needs to include a plan for continuity of operations.

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HHS Child Development
Home Compliance Worker: Dave Jaehrling Date: 9/15/2026

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 (712) 786-3489