02/24/2025

Lydie Tchombana
3301 Wintergreen DR
Iowa City, IA 52240

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home A conducted on 02/19/2025. 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:

FINDINGS:	**Identify FINDINGS in each area of non-compliance.**
441 IAC 110.6	Limit. Except as provided in subrule 110.6(3), no greater number of children shall be received for care at any one time than the number authorized on the registration certificate.
441 IAC 110.8(1)	**Facility Requirements**
441 IAC 110.8(1)“b”	Electrical wiring shall be maintained, and all accessible electrical outlets shall be tamper-resistant outlets or shall be safely capped. Electrical cords shall be properly used. Improper use includes running cords under rugs, over hooks, through door openings, or other use that has been known to be hazardous
441 IAC 110.8(1)“h”	The home shall have at least one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. Each smoke detector shall be installed according to manufacturer’s recommendations. The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes
441 IAC 110.8(4)	**Emergency Plans**
441 IAC 110.8(4) “a”	Fire and tornado drills shall be practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file for the current year and the previous year.
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.

441 IAC 110.13 **SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "A"**

441 IAC 110.13(1)" a" No more than six children not attending kindergarten or a higher grade level shall be present at any one time

Findings:

1. 110.6 and 110.13(1) Although the provider was within ratio for a category A home (only one daycare child was present during the visit), a complaint was also being addressed during the compliance visit about the provider billing for over numbers. The provider was reminded that over numbers has been addressed with her on two previous occasions. The provider was informed that if she continues to provider care for more children than her certificate allows, her registration will be revoked.

2. 110.8(1)b The provider did not have all of her electrical outlets safety capped.

3. 110.8(1)h The provider reports that she does test her smoke detectors monthly but says she does not document them.

4. 110.8(4)a The provider reports that she has the children practice fire and tornado drills monthly but does not keep documentation.

5. 110.9(1) Provider File:
-The provider reports that she sent her provider physical and all of her children's physicals in for her registration and she did not keep copies for her file.

6. 110.9(4) Children's Files:
-The provider reports that she has all new children and she has not set up their files yet. (The provider was unable to locate children's files during her last compliance visit).

Suggestions/Recommendations:

SW Bailey has made a referral to Lorri Hora from CCR&R to assist the provider with coming into compliance.

I encourage you to work with Lorri Hora from Child Care Resource and Referral with any ongoing compliance or training needs.

Lorri can be reached at: 319-321-2725.

Corrective Action Required:

1. The provider needs to stay within ratio for a category A daycare home.

2. The provider needs to assure that all electrical outlets have child-safety caps.

3. The provider needs to test her smoke detectors monthly and keep documentation.

4. The provider needs to have the children practice fire and tornado drills monthly and keep record.

5. The provider needs to have a current physical for herself and physicals/immunization certificates for all of her household members.

6. The provider needs to have a file set up for each child enrolled.

Addendums:

- Addendum1: Holly Bailey, HHS, made a referral to CCR&R on 2/24/2025, to assist Lydie with her compliance issues and to address over capacity issues. Lorri Hora, CCR&R met with Lydie on 3/3/2025. Ms. Hora reported that she provided Lydie with five complete files for her daycare enrollment, she provided Lydie with forms to document the testing of her smoke alarms and fire/tornado drills. Ms. Hora reminded Lydie that she needs to have current physicals for all household members and she assisted Lydie in signing up for trainings. Lydie has not completed any training and her renewal date is in June 2025.

  Holly Bailey, HHS, sent Lydie translated copies (Swahili) of her compliance letter and the complaint.

This Addendum is approved by supervisor on 4/16/2025 4:01:17 PM

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 319-800-4702 or holly.bailey@hhs.iowa.gov if you have any questions regarding this letter.

Sincerely,

Holly Bailey

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).