

02/08/2024

Jeannie Manning
57316 225th ST
Glenwood, IA 51534

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 02/08/2024. 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)“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 110.9 Files

441 IAC 110.9(1) **A provider file is maintained and shall contain the following:**

- 441 IAC 110.9(3) An individual file is maintained for each substitute and contains:
1. Documentation from the department confirming the record checks required under 441 IAC 110.9(1) “a” have been completed and authorizing or conditionally limiting the person's involvement with child care.
 2. A completed Form 470-5152, Child Care Provider Physical Examination Report. The

examination shall include any necessary testing for communicable diseases; a discussion of recommended vaccinations; completed no more than six months prior to approval to assist or be a household member; completed by a licensed medical doctor, doctor of osteopathy, physician assistant or advanced registered nurse practitioner; and repeated at least every three years.

3. Certification of two hours of approved training related to identification and reporting of child abuse as required by Iowa Code section 232.69 within 3 months of employment.
4. Certification in infant and child first aid
5. Certification or other documentation that minimum health and safety training has been completed within 3 months or prior to providing substitute care, whichever occurs first.

Findings:

441 IAC 110.8(1)"n" Providers shall inform parents of the presence of any pet in the home. 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.

****The provider has 4 cats that have not been seen since 2022. The provider reported that they have an appointment next weekend.**

441 IAC 110.9(3) An individual file is maintained for each substitute
Certification of two hours of approved training related to identification and reporting of child abuse as required by Iowa Code section 232.69 within 3 months of employment.
Certification in infant and child first aid

****The file with the substitute information was missing current training dates for Mandatory Reporter Training and First Aid/CPR.**

The provider reported that she is certain the substitute has a current First Aid CPR certification due to her primary employment, but she does need a copy of this in the file.

Suggestions/Recommendations:

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

Your CCR&R representative is Deb Martens. Her contact number is (712) 755-7381

Corrective Action Required:

In regards to the Pet forms for the four cats, please send pictures of the completed forms by text or email to compliance staff. Either to 712-435-0576 or sburris@dhs.state.ia.us

In regards to the substitute file missing training information, this information was missing at the 2023 compliance check and has not been updated since that time. You will need to receive updated training certificates for your substitute by March 31, 2024. If verified documentation of these training certificates are not received by compliance staff by March 31, 2024, your substitute should be removed from your registration. You are not able to utilize a substitute while they do not have current training certificates in the paper file or electronically on I Power.

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 sburris@dhs.state.ia.us 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).