

04/19/2017

Froggy In Home Child Care
276 10th ST
Marion, IA 52302

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 04/11/2017. 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 110.7**Provider Requirements**

441 IAC 110.7(1)

The provider shall meet the following requirements:

- a. Gives careful supervision at all times.
- b. Exchange information with the parent of each child frequently to enhance the quality of care.
- c. Give consistent, dependable care and be capable of handling emergencies
- d. Be present at all times except when emergencies occur or an absence is planned, at which time care shall be provided by a department-approved substitute. When an absence is planned, the provider shall give parents at least 24 hours' prior notice.
- e. Shall be free of the use of illegal drugs and shall not be under the influence of alcohol or any of the prescription or non-prescription drug that could impair their ability to give careful supervision.

441 IAC 110.8(1)**Facility Requirements**

441 IAC 110.8(1)"c"

Combustible materials shall be kept a minimum of three feet away from furnaces, stoves, water heaters, and gas dryers

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(1)"k"

A provider operating in a facility built before 1978 shall assess and control lead hazards before being issued an initial child development home registration or a renewal of the registration. To comply with this requirement, the provider shall:

1. Determine if painted surfaces on the interior or exterior of the facility are chipping, peeling, or cracking or in need of repair. Painted surfaces include walls, ceilings, windows, doors, stairs, and woodwork; and
2. If painted surfaces are in need of repair, hire an Iowa certified lead-safe renovator to

make reports or take training to become an Iowa certified lead-safe renovator. Iowa lead safe renovators shall apply interim controls on any chipping or peeling, or cracking paint found, using lead-safe work methods in accordance with and as defined by department of public health rules at 641—Chapters 69 and 70

441 IAC 110.8(1)“ o” The provider shall document all injuries that require first aid or medical care using an injury report form. The form shall be completed on the date of occurrence, shared with the parent, and maintained in the child’s file

441 IAC 110.8(1)“ q” The provider shall have written policy and procedures for responding to health-related emergencies

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 110.8(4) “b” The provider must have procedures in place for the following:

1. evacuation to safely leave the facility
2. relocation to a common, safe location after the evacuation
3. shelter-in-place to take immediate shelter where you are when it is unsafe to leave that location due to the emergent issue
4. lock down protocol to protect children and providers from an external situation
5. communication plan and plans for reunification with families
6. continuity of operations plans
7. Procedures to address the needs of individual children, including those with functional or access needs

441 IAC 110.8(5) Safe Sleep

441 IAC 110.8(5) "a" The provider shall follow safe sleep practices as recommended by the American Academy of Pediatrics for infants under the age of one.

- a. Infants shall always be placed on their back for sleep.
- b. Infants shall be placed on a firm mattress with a tight fitted sheet that meets Consumer Product Safety Commission federal standards.
- c. Infants shall not be allowed to sleep on a bed, sofa, air mattress or other soft surface. No child shall be allowed to sleep in an infant seat, car seat, swing, bouncy seat, or items not designed for sleeping.
- d. No toys, soft objects, stuffed animals, pillows, bumper pads, blankets, or loose bedding shall be allowed in the sleeping area with the infant.
- e. No co-sleeping shall be allowed.
- f. Sleeping infants shall be actively observed by sight and sound.
- g. If an alternate sleeping position is needed, a signed physician authorization with statement of medical reason is required.

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.

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.

Findings:

We discussed the concern regarding a sixteen month old child getting out to the street, a person picking the child up and bringing them up to the house while you were inside. This child was a 'drop in' child and this was the first day they were in your care. You stated you had just arrived home from picking up some children. You ran into the house to use the restroom, leaving the 6 children outside to play. There were two 5-year-old children, three 3-year-old children, along with the 16-month-old child. You said you had to go upstairs to get different clothing and while you are doing that the child must've snuck out of the yard as the second barrier, (a play yard type gate) had not been put up to block the opening to the driveway. You stated you did not know the other barrier had not been put back up, You assume now that your husband took it down as he has been bringing sand into the yard. We did develop a safety plan for supervision of infants when you have to go inside. You agreed to take all children under the age of three inside the house with you if you go inside. You also agreed to check all of the gates, to make sure they were closed, when children are outside playing. You also agreed to try and use the facilities before you leave the home generally while your children are napping before you wake them up.

We also discussed that new children should be observed extra close the first week you have them in your care. This is for safety reasons; to see how they are reacting to the environment, you as a provider, and the other children in your care.

You had a lot of stuff around the gas furnace which needs to be moved. There should be at least a 3 foot clearance from the pilot light to any combustible items sitting around all gas appliances.

You did not have any documentation of testing your smoke detectors, completing fire drills or tornado drills since May of 2016. You stated that you do them the same time, within a few days, every month which is one or two days before or after the sirens go off. You stated you will go back and document the last year of records. You stated you will remember when they were completed. This does not meet the rule basis. They must be documented every month after they are completed.

You do have some paint in the door frames that appear need some touch up. Your home was built before 1960 so there may be lead based paint underneath what you are touching up. Please contact your child care resource and referral consultant to obtain guidance on the method to complete this task. There are strict guidelines on how you complete this or if it needs to be completed by a professional since there is a potential for lead.

You need to find your injury report forms as you stated you do not know where they were.

You need to develop your written policies about how you're going to respond to health related emergencies.

You need to develop your emergency preparedness plan.

We did discuss your safe sleep practice. At this time you were using a rock and play for an infant to sleep in. These are not approved for an infant to sleep in as it does not have a firm mattress and the child is not flat on their back. You stated you will discontinue this use. You do have a pack in play and a bassinet that both have a mattress and can be fitted with a sheet. These types of sleep devices need to be used. A safety plan was developed regarding the safe sleep practices. You actually got the bassinet out, while I was there for the child who was scheduled to be there later.

You have your husband Kevin approved as a substitute provider. If he is going to be a substitute provider, he needs to obtain the twelve hours of essential training.

You needed a file for the drop in child LM. This needed everything. You need a file for the three new boys and for MN. You needed an annual update emergency medical authorization for the following children; MN, KP, KP, AH. You needed a physical for the three boys and for MN. You need an updated physical for both boys; KP. You need immunization records for the three new children. You need written permission from the parents for the children to attend activities away from the child development home. This includes transporting them to and from school. This must include times of arrival and departure, destination and person responsible for the children. I suggested using a generic form that gives you permission to transport per a calendar and then complete a monthly calendar and have the parents all sign off on the calendar. The monthly calendar would include the required documentation such as date and time of arrival and departure, location and who's responsible.



Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

Suggestions/Recommendations:

Corrective Action Required:

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 892-6826 lwesbro@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Lisa Wesbrook

Social Worker II

Kimberly Hahn

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).