IOWA HHS
Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

01/27/2025

Callie Leavy
1638 Longfellow AVE
Waterloo, IA 50703

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 01/27/2025. 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)"p"	The provider shall have written policies regarding the care of mildly ill children and exclusion of children due to illness and shall inform parents of these policies.
441 IAC 110.8(1)"q"	The provider shall have written policy and procedures for responding to health-related emergencies
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"

1305 E. Walnut Street, Des Moines, IA 50319-0114

Findings:

An annual compliance check was completed on 1/27/25 and the following was out of compliance:

441 IAC 110.8(1)“p” The provider shall have written policies regarding the care of mildly ill children and exclusion of children due to illness and shall inform parents of these policies.
Callie could not locate this policy.

441 IAC 110.8(1)“q” The provider shall have written policy and procedures for responding to health-related emergencies.
Callie could not locate this policy.

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”
Callie did not havea physical exam for one of the adults in the home.

Suggestions/Recommendations:

A re-check is not needed at this time. Corrections need to be made by 2/17/25 and will be reviewed at the next annual compliance check. Please send pictorial verification of the items where specifically noted below.

I encourage you to work with Black Hawk County Child Care Resource and Referral at 319 233-0804 if you have any ongoing compliance or training needs.

Thank you for your service in providing childcare in your community.

Corrective Action Required:

Callie needs to locate her written policies regarding the care of mildly ill children and exclusion of children due to illness and shall inform parents of these policies.
Callie needs to send pictorial verification of the policy to this worker.

Callie needs to locate her written policy and procedures for responding to health-related emergencies. Callie needs to send pictorial verification.

Callie needs to obtain a physician’s examination report for one of the household members.

Addendums:

- Addendum1: Callie's annual compliance check was completed on 1/27/25 and there were a couple of items she needed to send pictorial verification of compliance.

  On 2/24/25 this worker reached out to Callie and later that day she did submit verification of the two policies requested of her. As of 2/24/25 she has verified the items requested of her.

This Addendum is approved by supervisor on 2/24/2025 3:47:32 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 319-429-0749 or christy.weber@hhs.iowa.gov if you have any questions regarding this letter.

Sincerely,

Christine Weber

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).