02/09/2024

Shayla LaMonte
1134 E 29th ST
Davenport, IA 52803

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home C conducted on 02/09/2024. 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)"a" The home shall have a nonpay, working land-line or mobile telephone with emergency numbers posted for police, fire, ambulance, and the poison information center. The number for each child's parent, for a responsible person who can be reached when the parent cannot, and for the child's physician shall be written on paper and readily accessible by the telephone. The home must prominently display all emergency information, and all travel vehicles must have a paper copy of emergency parent contact information

441 IAC 110.8(1)"i" Smoking and the use of tobacco products shall be prohibited at all times in the home and in every vehicle in which children receiving care in the home are transported.
Smoking and the use of tobacco products shall be prohibited in the outdoor play area during the home's hours of operation. Nonsmoking signs shall be posted at every entrance of the child care home and in every vehicle used to transport children.
All signs shall include:

**1.** The telephone number for reporting complaints, and
**2.** The Internet address of the department of public health (www.iowasmokefreeair.gov)

**441 IAC 110.8(3)** **Medications and Hazardous Materials**

441 IAC 110.8(3)"b" A first-aid kit shall be available and easily accessible whenever children are in the child development home, in the outdoor play area, in vehicles used to transport children, and on field trips. The kit shall be sufficient to address first aid related to minor injury or trauma and shall be stored in an area inaccessible to children. The kit shall, at a minimum, include adhesive bandages, bottled water, disposable tweezers, and disposable plastic gloves.

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)"b" (1) I-PoWeR records or certificates verifying required training completion:

Prior to registration:

- minimum health and safety training, approved by the Department, in required content areas
- Iowa's Mandatory Child Abuse Reporter Training

Prior to registration: First Aid and Cardiopulmonary resuscitation. Provider shall maintain a valid certificate indicating date of training and expiration date.

During each two year registration period, the provider shall receive a minimum of 24 hours of training from approved content areas. A provider shall not use a specific training or class to meet minimum continuing education requirements more than one time every five years

A provider who submits documentation from a child care resource and referral agency that the provider has completed the Iowa Program for Infant/Toddler Care (IA PITC), ChildNet, or Beyond Business Basics training series may use those hours to fulfill a maximum of two years' training requirements, not including first-aid and mandatory reporter training

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:

441 IAC 110.8(1)a. Emergency numbers: Travel vehicle.
441 IAC 110.8(1)i. Nonsmoking signs: Travel vehicle.
441 IAC 110.8(3)b. First Aid kit: Travel vehicle.
441 IAC 110.9(1)b(1)Provider Training.
441 IAC 110.9(4)Child Files.

Suggestions/Recommendations:

I encourage you to work with Child Care Resource and Referral for ongoing child care needs.
Lori Mueller
Child Care Consultant
Child Care Resource & Referral of Southeast Iowa
Community Action of Eastern Iowa
lomueller@caeiowa.org
T: 563-362-8226
500 E 59th St.| Davenport, IA 52807| www.iowaccrr.org

Corrective Action Required:

Shayla's transport vehicle was not available to view today. Shayla needs to confirm transport vehicle has copy of emergency numbers, first aid kit with required contents, and nonsmoking sign.
Shayla needs to locate co-provider Courtney's CPR/1st Aid and Essentials training certificates.
Shayla needs updated physicals for a few enrolled preschool children and needs initial physicals for a couple of school age children.

Shayla needs to send verification of the above items to Kathy by 3/28/2024. Items can be emailed to kathy.j.huinker@hhs.iowa.gov or texted to 563-949-6971.

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 563-949-6971 or kathy.j.huinker@hhs.iowa.gov if you have any questions regarding this letter.

Sincerely,

Kathy Huinker

**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).