

CHILD CARE CENTER COMPLAINT

Name of Center: Hilltop Learning Academy LLC	Enrollment: 46	License ID: 52437
Street: 1234 Ripley St	City: Davenport	IA Zip Code: 52803
County: Scott		
Mailing Address: 1234 Ripley St		
Mailing City: Davenport	IA Zip Code: 52803	
Director's Name: Saleta Anderson	Center Phone Number: 563-468-7015	
On-Site Supervisors: N/A	E-Mail Address: saletaanderson09@augustana.edu	

Date of Complaint: 01-02-2026**Date of Visit:** 01-02-2026
☐ Scheduled
 ☒ Unannounced
 ☐ NA

☒ Non-Compliance with Regulations Found
 ☐ Compliance with Regulations Found
RECOMMENDATION FOR LICENSE☒ NO CHANGES to licensing status recommended☐ PROVISIONAL license from _____ to _____☐ SUSPENSION of License☐ REVOCATION of License**Complaint Details:**Did this complaint result in a serious injury? ☐ Yes ☒ NoDid this complaint result in a death to a child? ☐ Yes ☒ No**Summary of Complaint:**

-The center has not completed record checks on all employees.

Licensing Rules Relevant to the Complaint:

109.6(4)e No one owns, directs or works in the center who has been prohibited from involvement with child care.

109.9(1)a All files contain: Copy of a department criminal history record check form or any other permission form approved by Department of Public Safety for conducting an Iowa or national criminal history record check. Copy of a request for child abuse information form, when applicable. Copies of results of Iowa record checks conducted through the SING for review by the department upon request. Copies of national criminal history check results. Any department issued documents sent to the center related to a record check, regardless of findings.

Inspection Findings:

The following is based upon interview with the director and review of administrative items.

109.6(4)e. No one owns, directs or works in the center who has been prohibited from involvement with child care. Any person being considered by a child care facility for employment, during or after the hours of operation, must have record checks completed. This includes as cooks, maintenance staff, etc., if they are employed directly by the center.

-One employee did not have a record check. VIOLATED.

The director shared that she did not know that this individual was required to have record checks since this employee was not in ratio/left alone with the children.

Special Notes and Action Required:

The director must complete record checks on the required individuals. The director must review documents 6 and 7:

<https://ccmis.dhs.state.ia.us/providerportal/LicensedProviderDocuments.aspx>

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Consultant's Signature:

Heidi Brown

Date:

01-18-2026