01/19/2023

Patricia Gunter-Murphy
1338 Christie ST
Davenport, IA 52803

Dear Child Care Provider:

This letter is in regards to the follow up at your Registered Child Development Home B conducted on 01/13/2023. 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 110.8	Standards. Conditions in the home are safe, sanitary, and free of hazards.
441 IAC 110.8(1)	**Facility Requirements**
441 IAC 110.8(1)"f"	A safety barrier shall surround any heating stove or heating element, in order to prevent burns.
441 IAC 110.8(2)	**Use of Outdoor Space**
441 IAC 110.8(2) "a"	A safe outdoor play area shall be maintained in good condition throughout the year. The play area shall be fenced off when located on a busy thoroughfare or near a hazard which may be injurious to a child, and shall have both sunshine and shade areas. The play area shall be kept free from litter, rubbish, and flammable materials and shall be free from contamination by drainage or ponding of sewage, household waste, or storm water.
441 IAC 110.8(3)	**Medications and Hazardous Materials**
441 IAC 110.8(3) "d"	The provider shall establish procedures related to infectious disease control and handling of any bodily excrement or discharge, or blood. Soiled diapers shall be stored in containers separate from other waste.
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(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:

On 1/13/23 Chad Reckling, SW II completed a follow up visit to the childcare home. The following was observed to be completed:

Patricia needs to install replacement safety knobs on her stove. This was observed to be completed.

Patricia needs to install a lock on her shed; remove hand tools from outdoor play area; cover her grill; and remove construction materials from the area. This was observed to be completed.

Patricia needs to take all soiled diapers to her outside trash unless she obtains a lidded separate container for her inside area. This was observed to be completed.

Patricia needs to show documentation of current course completion for Mandatory Reporter Training for Child Abuse for herself. This was observed to be completed.

Patricia needs to show documentation of current course completion for First Aid/CPR for Satin. This was observed to be completed.

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:
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. Need for D.B.(10), D.B.(5), D.B.(4). D.B.(3), A.C., P.F., T.G., J.C., J.D., A.W.(12), A.W.(7), R.C. Need updated parent signature and date on form for A.W.(10), A.W.(11), A.R., A.B., S.J. This was observed to be completed.

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. Need for D.B.(10), D.B.(5), D.B.(4). D.B.(3), P.F., T.G., J.C., J.D., A.W.(12), A.W.(7), R.C. Need updated parent signature and date on form for A.W.(10), A.W.(11), A.R., A.B., S.J.

A signed medical consent from the parent authorizing emergency treatment. Need for D.B.(10), D.B.(5), D.B.(4). D.B.(3), A.C., P.F., J.C., J.D., A.W.(12), A.W.(7), R.C. Need updated parent signature and date on form for A.W.(10), A.W.(11), A.R., A.B., S.J. This was observed to be completed.

An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician 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. The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. Need physical for D.B.(4), A.C., P.F., T.G., J.D., R.C. This was observed to be completed.

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. Need school-aged health status form for D.B.

(10), D.B.(5), J.C., A.W.(12), A.W.(7) This was observed to be completed.

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. Need updated physical for S.J. Need updated school-aged health status form for A.R., A.B. This was observed to be completed.

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. Need enrollment physical (past physical from a doctor) for A.B., D.B.(10), D.B.(5), J.C., A.W.(12), A.W.(7). This was observed to be completed.

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. Need for D.B.(10), D.B.(5), D.B.(4), D.B.(3), A.C., P.F., T.G., J.C., J.D., A.W.(12), A.W.(7), R.C. Need signature and date on form for S.J This was observed to be completed.

Documentation list 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. Need for D.B.(10), D.B.(5), D.B.(4). D.B.(3), P.F., T.G., J.C., J.D., A.W.(12), A.W.(7), R.C. Need updated parent signature and date on form for A.W.(10), A.W.(11), A.R., A.B., S.J. This was observed to be completed.

Written permission from the parent for the child to attend activities away from the child development home. Need for D.B.(10), D.B.(5), D.B.(4). D.B.(3), A.C., P.F., T.G., J.C., J.D., A.W.(12), A.W.(7), R.C. Need updated parent signature and date on form for A.W.(10), A.W.(11), A.R., A.B., S.J. This was observed to be completed.

Items of non-compliance still remaining after today's visit:

Patricia needs to show documentation of a current physical for Satin on the Childcare Provider Physical Examination Report Form.

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. Need for A.C.

A signed medical consent from the parent authorizing emergency treatment. Need for T.G.

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. Need school-aged health status form for A.W.(10), A.W.(11)

Documentation list 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. Need for A.C.

Suggestions/Recommendations:

Corrective Action Required:

Based on the items out of compliance listed above, you will not be required to have a recheck or follow up visit to your home. Please have all items of non-compliance noted above completed by 2/2/23 and submit to the department for review.

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) 768-8653/creckli@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Chad Reckling

Social Worker II

Machelle Pezley

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 563-324-3236

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).