



# Iowa Department of Human Services

Kim Reynolds  
Governor

Adam Gregg  
Lt. Governor

Kelly K. Garcia  
Director

02/13/2018

Leanna Harris  
514 S Starr  
Burlington, IA 52601

Dear Child Care Provider:

This letter is in regards to the follow up at your residence in which you are seeking child development home registration conducted on 02/12/2018. 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(4)**                      **Emergency Plans**

441 IAC 110.8(4)                      Emergency Plans: plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

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 over the age of 12 . Acceptable physical examinations shall be documented on 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 initial registration; completed by a licensed medical doctor, doctor of osteopathy, physician assistant or advanced registered nurse practitioner; and repeated at least every three years. All children residing in the household that are 12 years of age or younger must have medical documentation outlined in 110.9(4) "d", 110.9(4) "f", and 110.9(4) "g"

## Findings:

Lisa Hilsenbeck, Child Care Compliance Auditor, completed a follow up visit on 2/12/18 checking the following regulations:

441 IAC 110.8 Leanna will need to allow access to her detached garage area for viewing by the department during the follow up visit

to the home. Viewed detached garage.

441 IAC 110.8(1)"a" Leanna will need to post emergency numbers for police, fire, ambulance and poison control.

Viewed posted emergency numbers for police, fire, ambulance and poison control.

441 IAC 110.8(1)"f" Leanna will need to put a protective barrier (i.e. kindermat) around her front radiators that provide heat to the front

rooms. Viewed kindermat around the radiator.

441 IAC 110.8(1)"g" Leanna will need to obtain a 2A 10BC rated fire extinguisher for her home. Viewed an appropriate sized fire extinguisher.

441 IAC 110.8(1)"h" Leanna needs to have a smoke detector placed in her front porch room. Viewed smoke detector installed in the front porch room.

441 IAC 110.8(1)"i" Leanna needs to place Iowa Smoke Free Air compliant no-smoking signs at each of her exits to her home (x3). Viewed no smoking signs posted at every entrance to the home.

441 IAC 110.8(3)"a" Leanna needs to check her bathroom that the daycare children use for any items labeled "Keep Out of Reach of

Children" and place these items in a child inaccessible area. Leanna needs to place a child lock on the storage area above the toilet in the bathroom. Viewed bathroom. Items labeled "Keep Out of Reach of Children" have been moved to a child inaccessible area.

441 IAC 110.8(3)"b" Leanna needs to obtain bottled water to place with her first aid supplies. Viewed bottle of water with first aid supplies.

441 IAC 110.8(4) Leanna needs to post emergency plans for fire and tornado next to her front and rear doors. The plans shall clearly

map building evacuation routes and tornado and flood shelter areas.

441 IAC 110.8(4) "b" Leanna needs to complete and show documentation of her Emergency Preparedness Plan.

Viewed Emergency Preparedness Plan.

441 IAC 110.9(1)"a" Leanna will need to show documentation of a current physical for Sawaan and herself on the Child Care Provider

Physical Examination Report form.

Leanna will need to show documentation of a current physical and immunization record for Dominique and Marquis.

Viewed current physicals for Dominique and Marquis.

Leanna will need to show documentation of school physicals and immunization records for Janiya, Jawaun, Jayda and Myquan and fill out a school-aged health status form for each of them. Viewed immunization records for Janiya, Jawaun, Jayda and

Myquan. Viewed school-aged health status forms for Janiya, Jawaun, Jayda and Myquan. Viewed physicals for Janiya and Jawaun.

441 IAC 110.9(1)"b" (1) Leanna needs to show documentation of her Essentials training certificates. Viewed Essentials training certificates for Leanna.

## Items of non-compliance after the follow up visit:

441 IAC 110.8(4) Leanna needs to post emergency plans for fire and tornado next to her front and rear doors. The plans shall clearly

map building evacuation routes and tornado and flood shelter areas.

441 IAC 110.9(1)"a" Leanna will need to show documentation of a current physical for Sawaan and herself on the Child Care Provider

Physical Examination Report form.

Leanna will need to show documentation of a current immunization record for Dominique and Marquis.

Leanna will need to show documentation of school physicals Jayda and Myquan.

## Suggestions for Improvement:

Recommendation:

A second follow up visit has been scheduled for 2/16/18.

[ ] Is the recommendation to terminate a provider agreement or revoke a registration?

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.

Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home.

Please do not hesitate to contact me at DHS at 319-208-5521 or [crekli@dhs.state.ia.us](mailto:crekli@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 866-324-3236

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](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).