Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Joan Portee

Provider Name: Joan Portee

Provider No.: 52599

Address: 6305 Silvercreek DR, Davenport, IA, 52806

E-Mail:

County: Scott

Phone Number: 7165787521

- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 8/25/2026

Program Type:

- [X] Registered Child Development Home A (guidelines for ratios on all categories)
- [ ] Registered Child Development Home B
- [ ] Registered Child Development Home C
- [ ] Registered Child Development Home C1
- [ ] Non Registered Child Care Homes accepting CCA

Program Population Served:

- [ ] Infant(0<24 mos)
- [ ] Toddler
- [ ] PreSchool
- [ ] School Age
- [X] All Ages

CHILD CARE ANNUAL EVALUATION

1. Basic Overview

Joan provides child care Mondays through Fridays for families requiring first or second shift care. Joan accepts children aged three months through six years of age. Joan describes her child care setting as a Christian home. Joan states she helps children become independent and provides daily snacks, meals, active play and rest time for children enrolled.

2. Identify Observed Strengths Of The Program

Joan believes her greatest strengths in working with children are that she genuinely loves kids and does a good job nurturing them. Joan states she recognizes the struggles that some parents face and wants to help them, keep her prices reasonable and assist them in encouraging their children to be the best that they can be. Joan is on the CACFP food program for child care providers.

3. Identify The Aspects That Fall Below The Standard

All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.
Form 470-5153, Pet Health Examination Veterinary Health Certificate, is on file.
110.9(4) : An individual file is maintained for each child and updated annually or when there are changes. Each file contains:
110.9 (4) f : For each school-age child, record of a physical exam completed at the time of school enrollment or since.
110.9 (4) g : A signed and dated immunization certificate provided by the state Department of Public Health.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

Joan needs pet record transferred to HHS required form. Dog is current on shots, however, not documented on required form.
Joan needs to review all child files and ensure that all enrolled children have updated enrollment forms (signed and dated by parent within the last year), current physical and current immunization certificate.

Joan needs to send verification of pet record to Kathy by 9/11/2026. Items can be emailed to kathy.huinker@hhs.iowa.gov or texted to 563-949-6971. Child files do not need to be sent and will be reviewed again next year for compliance.

5. Special Notes/recommendations

Targeted compliance of Emergency Preparedness Plan completed. Plan remains accurate and up to date.

6. ADDENDUMS:

- Addendum1: On 8/26/2026, Joan emailed this worker a copy of her dog's updated pet record on the required HHS pet form. Date of the exam was 8/6/2026. Joan is now fully compliant with health and safety items. Nothing further is required.

This Addendum is approved by supervisor on 8/28/2026

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HHS Child Development
Home Compliance Worker: Kathy Huinker Date: 8/25/2026

Non-compliance with any of the mandated regulatory 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.

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 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