Health and Human Services

# Iowa Department of Health And Human Services

## CHILD CARE ANNUAL EVALUATION

Business Name: Janice Kendall

Provider Name: Janice Kendall

Provider No.: 16035

Address: 111 W Iowa ST, Luzerne, IA, 52257

E-Mail:

County: Benton

Phone Number: 3194443501

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- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 7/8/2026

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Program Type:

- [ ] Registered Child Development Home A (guidelines for ratios on all categories)
- [ ] Registered Child Development Home B
- [ ] Registered Child Development Home C
- [X] 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

**1. Basic Overview**

Janice became a registered childcare provider in 2001. She is not a participant of the IQ4K quality rating system. She does not participate in the food program. Janice is open to caring for children of all ages. Janice uses the main level of her home only for childcare. She does have a good size yard with a swing set and play structure for outdoor play. Janice does have one dog and one cat. She shared that the pets do not interact with the childcare children. Janice does have one individual approved as both a substitute and assistant and another individual approved as an assistant. Her assistant Shari was present on this date.

**2. Identify Observed Strengths Of The Program**

Although Janice had more children in care then what is allowed, they did sit nicely at the table playing with blocks while

this worker was present.

Janice's files were organized into folders and a file box. Janice's policies were detailed and nicely written as was her Emergency Preparedness Plan.

**3. Identify The Aspects That Fall Below The Standard**

110.6 : No more children are in care than the number authorized on the registration certificate.
110.15 (1) e : If only one approved provider is present, not more than eight children are present.
Janice is a category C1 provider. As a C1 provider she is only allowed to have 8 children total whether she has an assistant present or not. On this date she had 9 children present and had been expecting 2 more to come but received notice on that morning that those 2 were not coming. She was over with the 9 she did have and would have been over 3 if the other two kids she expected had arrived. Additionally, if she was allowed 12 kids with her assistant present which is what she said was her belief, any over 8 kids would have needed to be school age and that was not the case.
*Janice needs to take steps to come into compliance with the number of children allowed at one time. If she has part-time children, she needs to be able to track who comes on what date so as to not go over the number allowed at one time. (also follow safety plan).
Of additional concern is that Janice was also over the number of children allowed at one time at last year's annual compliance check, so this is the second year in a row she has been out of compliance with the number of children allowed at one time.

110.8(1)n. 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.
Janice has 1 cat and 1 dog. The dog's annual pet exam had expired.
*Janice needs to obtain an updated/annual pet exam for her dog.

Childre's files
110.9 (4) d : For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child’s first day of attendance.
110.9 (4) e : For infants and preschoolers: A statement of health signed by a physician submitted annually.
Janice was missing an initial physical for 2 children in care.
Janice was missing an updated/annual physical for 2 children in care.
*Janice needs to work with the parents to obtain all of the required documentation for each child's file.

A re-check is not needed at this time in regard to the annual compliance check but a follow up will be completed due to the development of the safety plan.
The above corrections should be made within 3 weeks (by 7/29/26) and will be reviewed at the next annual compliance check.

If you have questions, you may contact me at 319-429-0749 or via email at christy.weber@hhs.iowa.gov

Thank you for your service in providing childcare in your community.

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

A safety plan was developed on this date in regard to Janice being out of compliance with the number of children she is allowed at one time.
1. Janice agrees to only care for 8 children at one time and will be in compliance with the number of children allowed at one time.
2. Janice will contact the Registration unit today (7/8/26) and pursue changing back to a Category B provider.

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3. Janice will request an exception to policy to have 9 children under school age until the school year starts in mid-August but needs to be in compliance with the number of children allowed until such time an ETP is approved.
4. Janice will immediately take steps to come into compliance with the number of children allowed at one time.

HHS will plan to do drops in to monitor compliance.

If the safety plan is violated, HHS will seek revocation as this is the 2nd time in two years that she has been found to be out of compliance with the number of children allowed at one time.

Additionally, this HHS compliance worker did notify the local CCR&R support worker of the issue for follow up and assistance if needed in understanding the Regulations.

**5. Special Notes/recommendations**

Notes:
Janice shared that she does not transport the childcare children.
Janice shared that she does not ever use a swimming pool for the childcare children.
We did discuss safe sleep policies.
We did discuss the number of children she is allowed to care for at one time as a Category C1 provider.

As part of the 2026 Targeted compliance the Emergency Preparedness Plan was thoroughly reviewed. Janice was in compliance with her EPP.
She was encouraged to review it at least yearly to ensure that no changes need to be made.

Recommendations:
As of 7/1/25 providers are expected to notify all parents in writing that the state does allow parents to submit an exemption for immunizations (either religious or medical) in lieu of the immunization record for each child. We did discuss this and Janice agreed to get this documented accordingly and to updated policies and provide to all the parents accordingly.

**6. ADDENDUMS:**

- Addendum1: HHS compliance worker did an unannounced follow up on 9/28/26 in follow up to the safety plan developed at the annual visit on 7/8/26. On this date, Janice was in compliance with the number of children allowed in care at one time.
  We reviewed the safety plan.
  Janice had taken steps to contact the Registration unit to change back to a Category B provider.
  Janice had taken steps to request an Exception to Policy to allow her to care for a 9th child under school age until the school year began. That had been requested and approved.

  There were however several questions about days closed, the use of a substitute and billing so a referral was made to the CCA unit for follow up.

This Addendum is approved by supervisor on 10/2/2026

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HHS Child Development
Home Compliance Worker: Christine Weber Date: 7/13/2026

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 I encourage you to work with Janey Schmitt with Child Care Resource and Referral if you have any ongoing compliance or training needs. Janey Schmitt can be reached at 563-286-0694