

04/30/2018

Olga Nunez
1806 New Hampshire ST
Muscatine, IA 52761

Dear Child Care Provider:

This letter is in regards to the follow up at your Registered Child Development Home A conducted on 04/27/2018. 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 110.9 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 aged 18 years or older. Acceptable physical examinations shall be documented on Form 470-5152, Child Care Provider Physical Examination Report. All children residing in the household must have medical documentation outlined in 110.9(4) “d”, 110.9(4) “f”, and 110.9(4) “g”

441 IAC 110.9(1)“b”(2) Documentation from the department confirming the record checks required under 441 IAC 110.11(3) have been completed and authorizing or conditionally limiting the person's involvement with child care.

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:

Lisa Hilsenbeck, Child Care Compliance Auditor, completed a follow up visit on 4/27/18 checking the following regulations:

441 IAC 110.8(1)"b" Olga needs to place a safety cap on one electrical outlet in her dining room. Viewed outlets in dining room. Unplugged outlets were capped during the follow up visit.

441 IAC 110.8(1)"n" Olga needs to show documentation of a current physical for Chicco (dog) on the Veterinarian Health Certificate form. Olga reports Chicco is no longer in the home.

Olga needs to show documentation of a current physical for two birds on the Veterinarian Health Certificate form. Viewed documentation from a veterinarian of a physical for the two birds.

441 IAC 110.8(2) "a" Olga needs to cover her grill, cover her fire pit with something that will not easily be pulled off by daycare children;

move the truck out of the outside play area and remove gas can from area. Viewed outdoor play area. Grill and fire pit have been covered. The truck and gas can have been removed from the play area.

441 IAC 110.8(3)"a" Olga needs to place a child lock on her medicine cabinet in the bathroom and remove items on the bathroom

countertop labeled "Keep Out of Reach of Children". Viewed bathroom. Unsafe items have been moved to a child inaccessible area.

441 IAC 110.8(4) "b" Olga needs to make the following additions to her Emergency Preparedness Plan: Viewed Emergency preparedness Plan.

Add street address of her evacuation site in the Relocation/Evacuation section of her plan. Street address for evacuation has been added.

441 IAC 110.9(1)"a" Olga needs to show documentation of a current physical for Clarissa and Joaquin on the Childcare Provider Physical

Examination Report form. Viewed physical and immunization for Joaquin.

441 IAC 110.9(1)"b"(2) Olga needs to have background checks performed on Hector and Josefa. Childcare Resource and Referral staff can

be utilized to complete fingerprinting of these individuals. These individuals cannot be present when daycare children are present in the home until they have been approved by the Central Childcare Registration Unit. Olga reports she has sent in a change application and fingerprints for Hector. Olga states Josefa will no longer come to the child care home during care hours.

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 update for A.S., J.H., I.A., A.A. Viewed update for A.S., J.H., I.A.

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 update for A.S., J.H. Viewed update for A.S., J.H.

A signed medical consent from the parent authorizing emergency treatment. Need update for J.L., A.S., J.H. Need date signed by parent on the form for L.R., E.R. Viewed update for J.L., A.S., J.H. Olga reports L.R., E.R. no longer attend the child care.

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.S., J.H. Viewed school-aged health status form for A.S., J.H.

A 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 update for A.S., J.H., I.A., A.A. Need date signed by parent on form for E.R. Need for L.R. Viewed update for A.S., J.H., I.A. Olga reports L.R., E.R. no longer attend the child care.

Written permission from the parent for the child to attend activities away from the child development home. Need update for J.L., A.S., J.H. Need date signed by parent on form for L.R., E.R. Viewed update for J.L., A.S., J.H. Olga reports L.R., E.R. no longer attend the child care.

Items of non-compliance after the follow up visit:

441 IAC 110.9(1)"a" Olga needs to show documentation of a current physical for Clarissa on the Childcare Provider Physical Examination Report form.

441 IAC 110.9(1)"b"(2) Olga needs to have background checks preformed on Hector

441 IAC 110.9(4) Children's Files.

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 update for A.A.

A 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 update for A.A.

Suggestions/Recommendations:

Corrective Action Required:

Olga needs to send non-compliance paperwork to Lisa Hilsenbeck (lhilsen@dhs.state.ia.us) by 5/11/18.

Next year each bird must have a pet record documented on required form 470-5153. (Pet Health Examination Veterinary Health Certificate).

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 319-208-5521 or creckli@dhs.state.ia.us if you have any questions regarding this letter.



Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

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

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).