



Iowa Department of Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

04/26/2019

Bryanna Burkey
119 Cedar ST
Fruitland, IA 52749

Dear Child Care Provider:

This letter is in regards to the follow up at your Registered Child Development Home B conducted on 04/26/2019. 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(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 4/26/19 checking the following regulations:

441 IAC 110.8 This worker observed an infant wearing an amber necklace in the childcare home today. This worker instructed the

provider to remove it from the child's neck and that during daycare hours the child could not wear it in the childcare home. Bryanna reports she no longer allows amber necklaces in the home. This worker did not observe any child wearing an amber necklace during the visit.

441 IAC 110.8(1)"b" Bryanna needs to place safety caps in two electrical outlets in her living room extension cord. Viewed the living room. Extension cords are no longer being used.

441 IAC 110.8(2) "a" Bryanna needs to store her wheel barrel and hose; put up mesh on porch railing if this area is used for play and remove

Tiki torch fuel canisters from their holders. Viewed outdoor play area. Wheel barrel, Tiki torch canisters and hose have been removed. Bryanna reports the deck is not used for play.

441 IAC 110.8(5) "a" Bryanna needs to repair or replace Pack-N-Play in playroom that has a hole in its mesh and place a tight fitted mattress

sheet on this Pack-N-Play mattress. Viewed new Pack-N-Play. A tight fitted sheet was viewed on the Pack-N-Play mattress.

441 IAC 110.9(1)"a" Bryanna needs to show documentation of a current immunization certificate for Avery. Viewed current immunization certificate for Avery.

441 IAC 110.9(1)"b" (1) Bryanna needs to show documentation of her certificates of completion for Minimum Health and Safety Training. Viewed documentation of completion for Minimum Health and Safety Training for Bryanna.

441 IAC 110.9(2) Bryanna needs to show documentation of her approval letter for Tami to be an assistant for her childcare operation. Bryanna reports she would like to make Tami inactive as an assistant.

Bryanna needs to show documentation of a current physical for Linda on the Child Care Provider Physical Examination Report Form. Viewed documentation of a current physical for Linda on the Child Care Provider Physical Examination Report Form.

Bryanna needs to show documentation of current course completion for Mandatory Reporter Training for Child Abuse for Tami. Bryanna reports she would like to make Tami inactive as an assistant.

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 K.B.(18 mos). Bryanna reports K.B.(18 mos) is not currently enrolled in care.

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 K.B.(18 mos). Bryanna reports K.B.(18 mos) is not currently enrolled in care.

A signed medical consent from the parent authorizing emergency treatment. Need update for K.B.(18 mos). Need for L.H.(23 mos), L.H.(3) Need doctor's information on form for M.D. Viewed for L.H. (23 mos), L.H.(3). Viewed doctor's information on form for M.D. Bryanna reports K.B.(18 mos) is not currently enrolled in care.

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 for L.H.(23 mos), L.H.(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. Need school-aged health status form for E.W., M.W. Bryanna reports E.W., M.W. are not currently enrolled in care.

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 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 physician statement. Need updated physical for A.M., K.B.(18 mos) Viewed update for A.M. Bryanna reports K.B.(18 mos) is not currently enrolled in care.

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 for E.W., M.W. Bryanna reports E.W., M.W. are not currently enrolled in care.

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 E.W., M.W., L.H.(23 mos), L.H.(3) Viewed for L.H. (23 mos), L.H. (3) Bryanna reports E.W., M.W. are not currently enrolled in care.

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 K.B.(18 mos).

Bryanna reports K.B.(18 mos) is not currently enrolled in care.

Written permission from the parent for the child to attend activities away from the child development home. Need for K.B.(18 mos), L.H.(23 mos), L.H.(3) Viewed for L.H.(23 mos), L.H.(3). Bryanna reports K.B.(18 mos) is not currently enrolled in care.

Items of non-compliance after the follow up visit:

441 IAC 110.9(4) Children's Files
Bryanna needs a physical for L.H.(23 mos), L.H.(3).

Suggestions for Improvement:

Recommendation:

Bryanna needs to send non-compliance paperwork to Lisa Hilsenbeck (lhilsen@dhs.state.ia.us) by 5/10/19.

[] 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 not 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 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 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).