Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Donna Hargrove

Provider Name: Donna Hargrove

Provider No.: 25373

Address: 226 11th ST NW, Cedar Rapids, IA, 52405

E-Mail:

County: Linn

Phone Number: 3199297781

- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 4/20/2026

Program Type:

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

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

1. Basic Overview

Donna began providing childcare in 2000. She became a Registered childcare provider in 2002. Donna did participate in the prior quality rating system and was rated at level 1. She is not a participant of the current IQ4K quality rating system. Donna is a participant of the Food Program. Donna currently cares for children from the age of infant until Kindergarten. She does not take school age children. She did state a desire to have children over the age of 12 months but does currently have an infant in care and several children under the age of 2. Donna provides childcare on the main level of her home only. She has one room specifically set up for play but utilizes the living room as well for childcare. She does have a fenced in back yard. Donna does not have any pets. Donna does not have an approved assistant or substitute.

2. Identify Observed Strengths Of The Program

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Donna did have several little ones in care today. While this worker was present an infant fell asleep in a swing and Donna did move the child to the pack-n-play in accordance with safe sleep practices. This worker observed Donna change a baby's diaper and she used gloves accordingly. This worker also observed Donna to use appropriate redirection with the children as needed.

Donna did have more than the required minimum as far as her policies. Although she was missing some of the required documentation for the children, she did have file folders for good organization.

This worker did observe the children playing in the playroom. Donna has a variety of toys and activities available to the children. She described using puzzles, play dough, art activities (depending on the ages of the children) as well as reading to the children and working on shapes and colors. Donna also described that the kids love "Danny Go" as a form of movement and exercise.

3. Identify The Aspects That Fall Below The Standard

110.8(4)a. Fire and tornado drills are practiced monthly and documentation kept on file for the current year and previous year.
Donna did not have any documentation of monthly fire and tornado drills for this year. (She did share she has not been good at practicing those lately) She did have documentation from last year.
*Donna needs to ensure that she practices fire and tornado drills monthly and documents those accordingly.

110.9 (1) a : Within six months of becoming registered, a physical exam report documented on form 470-5152, Child Care Provider Physical Examination Report, for all household members over the age of 18. Physical exams should be repeated every three years.
Donna's adult daughter who resides in the home did have a current physical, but it was not on the approved HHS form. Donna did share her daughter is moving out soon.
*If Donna's daughter remains in the home much longer, she should seek to obtain a current physical on the HHS approved form.

110.9 (1) b : Documentation from the Department confirming record checks have been completed and authorizing or limiting the person’s involvement with childcare.
Donna could not locate this letter confirming who has been approved to reside in the home.
*If Donna locates this letter, she should keep it with her other documentation for future compliance visits.

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) 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.
110.9 (4) b : Emergency information including where the parent can be reached, the name, street address, city, and telephone of the child’s regular doctor, and the name, telephone number, and relationship to the child of another adult available in case of emergency.
110.9 (4) c : A signed medical consent from the parent authorizing emergency treatment.
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.
For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian or admission physical examination that is not more than 12 months from the child’s first day.
110.9 (4) e : For infants and preschoolers: A statement of health signed by a physician submitted annually.
For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of statement of health or admission physical.
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.
110.9 (4) h : Written emergency plans for children with allergies. Must accompany child if away from facility.
110.9 (4) i : Documentation signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.
110.9 (4) j : Written permission from the parent(s) for their child to attend activities away from the child development home.
110.9 (4) k : Injury report forms to document injuries requiring first aid or medical care.
110.9 (4) l : If a child meets definition of homelessness, required medical documentation is obtained within 60 days of

enrollment.
Donna had files for most of the children but was missing an entire file for one of the children in care.
Donna was also missing all of the documentation for another child aside from the physical and immunization record.
Donna was missing a physical and immunization record for an additional child.
*Donna needs to work with the parents to ensure she has all of the required documentation for each child's file.

A re-check is not needed at this time. The above corrections should be made within 3 weeks (by 5/11/26) 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

NA

5. Special Notes/recommendations

Notes:
Donna shared that she does not transport the childcare children.
Donna shared that she does not ever use a swimming pool but might use a sprinkler for other water play.
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 B provider.

As part of the 2026 Targeted compliance the Emergency Preparedness Plan was thoroughly reviewed. Donna 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:
Donna did not yet have anything written in regard to notifying 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. This is a new expectation for providers effective 7/1/25 so we did discuss this, and she agreed to get that documented accordingly.

6. ADDENDUMS:

- Addendum1: On 5/27/26 Donna reported to HHS that her daughter Arlesha had moved out of her home the prior week.

  On 6/18/26 Donna reported to the Registration unit that her daughter Tommesha had moved out of her home.

  Donna has been made aware that she needs to report any change in household to the Registration unit within 10 days so that appropriate background checks can be completed.

This Addendum is approved by supervisor on 7/15/2026

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HHS Child Development
Home Compliance Worker: Christine Weber Date: 4/21/2026

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 Ashley Cram with Child Care Resource and Referral if you have any ongoing compliance or training needs. Ashley Cram can be reached at 563-362-8224