07/11/2023

Monique Dillenburg
1331 W 15TH ST
Davenport, IA 52804

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 07/11/2023. 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 110.8(1)	**Facility Requirements**
441 IAC 110.8(1)"a"	The home shall have a nonpay, working land-line or mobile telephone with emergency numbers posted for police, fire, ambulance, and the poison information center. The number for each child's parent, for a responsible person who can be reached when the parent cannot, and for the child's physician shall be written on paper and readily accessible by the telephone. The home must prominently display all emergency information, and all travel vehicles must have a paper copy of emergency parent contact information
441 IAC 110.8(1)"h"	The home shall have at least one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. Each smoke detector shall be installed according to manufacturer's recommendations. The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes
441 IAC 110.8(2)	**Use of Outdoor Space**
441 IAC 110.8(2) "a"	A safe outdoor play area shall be maintained in good condition throughout the year. The play area shall be fenced off when located on a busy thoroughfare or near a hazard which may be injurious to a child, and shall have both sunshine and shade areas. The play area shall be kept free from litter, rubbish, and flammable materials and shall be free from contamination by drainage or ponding of sewage, household waste, or storm water.
441 IAC 110.8(4)	**Emergency Plans**
441 IAC 110.8(4) "a"	Fire and tornado drills shall be practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file for the current year and the previous year.
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)"b" (1)	I-PoWeR records or certificates verifying required training completion:

Prior to registration:

- minimum health and safety training, approved by the Department, in required content areas
- Iowa's Mandatory Child Abuse Reporter Training

Prior to registration: First Aid and Cardiopulmonary resuscitation. Provider shall maintain a valid certificate indicating date of training and expiration date.

During each two year registration period, the provider shall receive a minimum of 24 hours of training from approved content areas. A provider shall not use a specific training or class to meet minimum continuing education requirements more than one time every five years

A provider who submits documentation from a child care resource and referral agency that the provider has completed the Iowa Program for Infant/Toddler Care (IA PITC), ChildNet, or Beyond Business Basics training series may use those hours to fulfill a maximum of two years' training requirements, not including first-aid and mandatory reporter training

Findings:

441 IAC 110.8(1)a. Numbers for each child's parent, a person who can be reached when the parent cannot and child's physician is written on paper and readily accessible by the working telephone.

441 IAC 110.8(1)h. Each smoke detector is tested monthly, and a record is kept for inspection purposes.

441 IAC 110.8(2)a. Outdoor space. A safe outdoor play area is maintained in good condition throughout the year. Is kept free from litter, rubbish, and flammable materials.

441 IAC 110.8(4)a. Fire and tornado drills are practiced monthly and documentation kept on file for the current year and previous year.

441 IAC 110.9(1)b(1) Provider training. Certification by an approved trainer/organization in infant and child first-aid and CPR.

Suggestions/Recommendations:

Monique needs to update emergency numbers to include two newest enrolled children.
Monique needs to resume her monthly smoke detector testing and fire/tornado drills and written documentation.
Monique needs to remove the can of cigarette butts that was outside on a chair.
Monique's CPR expired in June. Monique is scheduled to take this within the next week with Scott Devore.

Remaining paperwork items will be reviewed at the next annual compliance visit.

Corrective Action Required:

A follow up visit will not be needed, however, Monique does need to send updated CPR to Kathy by 8/30/2023. Items can be emailed to khuinke@dhs.state.ia.us or texted to 563-949-6971.

I encourage you to work with Lori Mueller from Child Care Resource and Referral with any ongoing or training needs.

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

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 563-949-6971 or khuinke@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Kathy Huinker

Social Worker II

Sheila Aunspach

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 877-216-8481

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).