



# Iowa Department of Human Services

Kim Reynolds  
Governor

Adam Gregg  
Lt. Governor

Kelly K. Garcia  
Director

09/09/2019

Aspire Home Daycare LLC  
2345 Sunnyslope DR  
Dubuque, IA 52002

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home A conducted on 09/05/2019. 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 110.8(1)**      **Facility Requirements**

441 IAC 110.8(1)“ q”      The provider shall have written policy and procedures for responding to health-related emergencies

**441 IAC 110.8(4)**      **Emergency Plans**

441 IAC 110.8(4)      Emergency Plans: plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

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”

Findings:

441 IAC 110.110.8(1)q Lisa needs to have the written policies about responding to health related emergencies. This is for the annual visit.

110.8(4)a Lisa needs to add an evacuation address to the exit signs. I did not notice that was missing until I looked at the pictures you sent. This is needed for the pre-inspection and annual visit. I called you on 9/9/19.

110.9(1)a Lisa needs a copy of her and Jon’s physicals. This needed for the pre-inspection visit and the annual visit.

Suggestions for Improvement:

Contact a CCR&R Child Care Consultant for assistance with non-compliance items and child care questions. A CCR&R Child Care Consultant can be reached at 563-557-1628.

Recommendation:

Lisa needs to send non-compliance paperwork to Glenda Currier (gcurrie@dhs.state.ia.us) by 9/20/19 for the pre-inspection. Lisa needs the annual visit paperwork to Glenda Currier by 11/6/19. Please send a clear picture of the signs to me by 9/20/19 and no follow-up will be needed.

[ ] 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 563/557-8251 gcurrie@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Glenda Currier

**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 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](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).