Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Shenitha Leatherwood

Provider Name: Shenitha Leatherwood

Provider No.: 41171

Address: 1385 Missouri Ave, Dubuque, IA, 52001

E-Mail:

County: Dubuque

Phone Number: 3126072889

- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 10/6/2026

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:

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

1. Basic Overview

Shenitha has been providing child care for approximately ten years. Shenitha accepts children aged six months through school aged and is available for all three shifts of care. Shenitha does not currently have any openings. Shenitha reports she is in the process of trying to locate a new location for her child care. Parents are aware of this upcoming change. Shenitha reports she provides a primarily play based environment for children in care. School aged children work on home work after school and then have time to do things like play outside, free play, and read books.

2. Identify Observed Strengths Of The Program

Shenitha believes her greatest strengths in working with children and families is that she is reliable and helpful to parents.

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Shenitha reports that she is flexible and works with parents when their hours and schedules change. Shenitha continues to work on improving her paperwork requirements.

3. Identify The Aspects That Fall Below The Standard

All accessible electrical outlets are safely capped or are tamper-resistant electrical outlets.
All electrical cords are properly used. This means not found under rugs, over hooks, through door openings, etc.
Each smoke detector is tested monthly, and a record is kept for inspection purposes.
110.8 (1) q : The provider has written policies about responding to health-related emergencies.
Is kept free from litter, rubbish, and flammable materials.
Fire and tornado drills are practiced monthly and documentation kept on file for the current year and previous year.
110.8 (4) b : Procedures are in place for:Evacuation to safely leave the facility,Relocation to a common, safe location after evacuation,Shelter-in-place to take immediate shelter where the child is when it is unsafe to leave that location due to the emergent issue,Lock down to protect children and providers from an external situation,Communication and reunification with families,Continuity of operations, andProcedures to address the needs of individual children, including those with functional or access needs.
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.
110.9 (1) b : Documentation from the Department confirming record checks have been completed and authorizing or limiting the person’s involvement with child care.
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) e : For infants and preschoolers: A statement of health signed by a physician submitted annually.
110.9 (4) g : A signed and dated immunization certificate provided by the state Department of Public Health.

4. Any corrective action plans, provisional license, and safety plans-steps to get into compliance

Shenitha had one outlet that needed to be capped.
Shenitha had a TV cord hanging down the wall with a child's chair and table directly beneath it. The cord was removed during the visit.
Shenitha needs to locate her 2026 drill records and/or resume drills from this point on.
Shenitha could not locate her health-related emergency policy.
Shenitha's outdoor area needs a general clean up as there is some litter/rubbish in the back yard as well as cigarette butts located closer to the garbage can. There is a hole in the cement in the front where children and parents pass by daily. The hole is large enough for a child's foot to fall through. Shenitha agreed that she would put her chair over the hole to ensure this is no longer a hazard for people approaching her child development home.
Shenitha could not locate her Emergency Preparedness Plan.
Shenitha needs an updated physical documented on required form 470-5152, Child Care Provider Physical Examination Report.
Shenitha needs her HHS completed background check letter. This worker will request from HHS and send to Shenitha.
Shenitha needs to confirm receipt of letter.
Shenitha needs to ensure all enrolled children have updated enrollment forms (signed and dated within the last year) and current physicals and immunization certificates.

Shenitha needs to send verification of the above items to Kathy by 11/24/2026. Items can be emailed to kathy.huinker@hhs.iowa.gov or texted to 563-949-6971.

Shenitha only needs to send three updated child files. The rest will be reviewed at next year's compliance visit.

5. Special Notes/recommendations

Targeted compliance of Emergency Preparedness Plan did not occur as Shenitha could not locate her Emergency Preparedness Plan.

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HHS Child Development
Home Compliance Worker: Kathy Huinker Date: 10/9/2026

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 Child Care Resource & Referral of Northeast Iowa 2728 Asbury Road, #215 Dubuque, IA 52001 563-557-1628