05/25/2023

Tomasa Gomez Perez
523 N 1st St
Marshalltown, IA 50158

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home A conducted on 05/25/2023. 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 110.7	**Provider Requirements**
441 IAC 110.7(1)	The provider shall meets the following requirements: **a.** Gives careful supervision at all times. **b.** Exchange information with the parent of each child frequently to enhance the quality of care. **c.** Give consistent, dependable care and be capable of handling emergencies **d.** Be present at all times except when emergencies occur or an absence is planned, at which time care shall be provided by a department-approved substitute. When an absence is planned, the provider shall give parents at least 24 hours' prior notice. **e.** Shall be free of the use of illegal drugs and shall not be under the influence of alcohl or any of the prescription or non-prescription drug that could impair their ability to give careful supervision.
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 110.9	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:

Per our 5/25/2023 spot check visit, the following corrections need to be made as described in the policy sections above:

1. You use the orange card system from Child Care Resource and Referral for your parent phone numbers. You need to add a couple new cards for a couple of your newer children.

2. You need to install a battery operated smoke detector in your nap room.

3. You need to find/obtain a current physician signed statement of health for yourself and Alcadia to have on file. These need to be completed using the State form you have a copy of, and need to be renewed every three years.

Suggestions/Recommendations:

I encourage you to work with Casey Shelton from Child Care Resource and Referral with any ongoing compliance or training needs.
Casey can be reached at: (515) 802-8016

Corrective Action Required:

The above corrections need to be in place by 7/31/2023. No re-check is planned at your home. I will review these corrections during our next visit.

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 (515) 291-0008 if you have any questions regarding this letter.

Sincerely,

Earl Crow

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).