IOWA HHS
Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

09/27/2023

Jelissa Stewart
231 S Cedar ST
Wapello, IA 52653

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 09/26/2023. 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:

FINDINGS:	**Identify FINDINGS in each area of non-compliance.**
441 IAC 110.6	Limit. Except as provided in subrule 110.6(3), no greater number of children shall be received for care at any one time than the number authorized on the registration certificate.
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”
441 IAC 110.9(2)	An individual file is maintained for each staff assistant and contains: 1. Documentation from the department confirming the record checks required under subrule 110.11(3) have been completed and authorizing or conditionally limiting the person’s involvement with child care 2. A completed Form 470-5152, Child Care Provider Physical Examination Report. The examination shall include any necessary testing for communicable diseases; a discussion of recommended vaccinations; completed no more than six months prior to approval to assist or be a household member; completed by a licensed medical doctor, doctor of osteopathy, physician assistant or advanced registered nurse practitioner; and repeated at least every three years. 3. Certification of two hours of approved training related to identification and reporting of child abuse as required by Iowa Code section 232.69 within 3 months of employment.
441 IAC 110.14	**SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "B"**
441 IAC 110.14(1) “a”	No more than eight children not attending kindergarten or a higher grade level shall be present at any one time

Findings:

1. 110.6 and 110.14(1) The provider is a registered Category B and is allowed "no more than eight preschool children present at any one time including infants." The provider was caring for 10 children under school age at the time of the compliance visit.

2. 110.9(1) Provider File:
-The provider was missing a physical for herself in provider file.

3. 110.9(2) Assistant File:
-Both of the provider's assistants, Janis and Hannah, need current physicals in file.
-Both of the provider's assistants, Janis and Hannah, need certificates for Mandatory Reporter training.

Suggestions/Recommendations:

1. As a Category B, the provider is limited to eight preschool children at any one time. The provider signed a safety plan on April 5, 2022 agreeing to stay within this ratio. The provider needs to abide by the authorized number of children on the registration certificate. On-going violations could result in revocation of her registration.

2. The provider needs a current physical for herself on form 470-5152, Child Care Provider Physical Examination Report.

3. The provider needs current physicals and mandatory reporter certificates for both assistants, Janis and Hannah.

Corrective Action Required:

A re-check is not needed at this time, corrections need to be made by 10/10/23 and will be reviewed at the next annual compliance check.

I encourage you to work with Tabitha Copeland from Child Care Resource and Referral with any ongoing compliance or training needs.

Tabitha can be reached at: 563-362-8228

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 319-800-4702 or hbailey@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Holly Bailey

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).