Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Shannon Covell

Provider Name: Shannon Covell

Provider No.: 19149

Address: 102 Klein ST, Ossian, IA, 52161

E-Mail:

County: Winneshiek

Phone Number: 5633808861

- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 4/22/2026

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

Shannon shared that she began providing childcare in 1994. Initially she was not registered. In 2009 she became Registered with the state. She is not a participant of the IQ4K quality rating system but did participate in Child Net in the past. She is not a participant of the Food Program. She is open to caring for children of all ages (infant through school age). Shannon provides care on the main level of her home. She does have a large yard for outdoor play that was well maintained. Shannon does have two dogs that do interact with the childcare children. Shannon does not currently have an approved assistant or substitute, but she did note that her husband is retiring soon and she is working with the Registration unit to get him approved as an assistant and substitute.

2. Identify Observed Strengths Of The Program

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Shannon had 4 children in care on this date. The children were enjoying free play while this worker was present, and a couple of children were working on puzzles. Shannon has a variety of toys and activities for the children. This worker did observe Shannon to appropriately redirect a child when needed and encouraged a couple of children to share.

Shannon's home was very clean. She has a variety of toys and activities for the children.

Shannon's documentation was nicely organized into folders in a binder for easy review of compliance. She was thus able to continue to supervise the children while this worker reviewed her documentation.

3. Identify The Aspects That Fall Below The Standard

110.8 (4) a : Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits.
Shannon did not have an emergency plan for fire and tornado posted at her secondary exit.
*Shannon needs to develop/post an emergency plan for fire and tornado at her secondary exit and send pictorial verification to this worker. - Shannon did post this and she sent pictorial verification to this worker on this same date.

110.9(4) : An individual file is maintained for each child and updated annually or when there are changes.
Shannon did have a file for each child, but they had not been updated/reviewed annually.
*Shannon needs to ensure that the parents are updating/reviewing the documentation yearly and signing and dating accordingly.

A re-check is not needed at this time. The above corrections should be made within 3 weeks (by 5/13/26) and will be reviewed at the next annual compliance check.
As noted above, Shannon has already sent pictorial verification of compliance to this worker of the item requested.

If you have questions, you may contact me at 319-429-0749 or via email at christy.weber@hhs.iowa.gov

Thank you for your service in providing childcare in your community.

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

NA

5. Special Notes/recommendations

Notes:
Shannon shared that she does not transport the childcare children.
Shannon shared that she might use a baby pool at times and we did discuss pool safety.
We did discuss safe sleep policies.
We did discuss the number of children she is allowed to care for at one time as a Category B provider.
Shannon does not currently have an approved assistant or substitute, but she did note that her husband is retiring soon and that she has submitted an application to the Registration unit to get him approved as an assistant and substitute. We did discuss the Regulations around the use of a substitute.

As part of the 2026 Targeted compliance the Emergency Preparedness Plan was thoroughly reviewed. Shannon was in compliance with her EPP.
She was encouraged to review it at least yearly to ensure that no changes need to be made.

Recommendations:
Shannon did not yet have anything written in regard to notifying parents in writing that the state does allow parents to submit an exemption for immunizations (either religious or medical) in lieu of the immunization record for each child. This is a new expectation for providers effective 7/1/25 so we did discuss this, and she agreed to get that documented accordingly.

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HHS Child Development
Home Compliance Worker: Christine Weber Date: 4/23/2026

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 I encourage you to work with Teri Orr if you have any ongoing compliance or training needs. Teri Orr can be reached at 319-433-7750.