Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Doris Conley

Provider Name: Doris Conley

Provider No.: 21566

Address: 631 Linden AVE, Waterloo, IA, 50703

E-Mail:

County: Black Hawk

Phone Number: 3192918613

- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 7/10/2025

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

Doris has provided in home childcare through the state since around 1998. She is currently a Category B provider with her husband as her assistant. In the past she and her son worked together and were a category C2. Her adult son is currently approved as a substitute. Doris does not currently participate in the QRS rating system but was Child Net certified in the past. Doris does participate in the food program. She is allowed to have up to 12 children at a time as long as her assistant is present and as long as no more than 8 are preschool age and below. Doris reported that she currently has 11 children enrolled and had 7 children present on this date.

2. Identify Observed Strengths Of The Program

When this worker arrived, four of the children were in cribs and a fifth was in a baby play yard. There were 2 additional

older children in the dining room area. Doris shared that several of the children come early and go back to sleep. It was 8:00am and she reported they were just waking up. Doug did remove the four from the cribs and allowed them free play. The youngest child remained in the play yard with numerous toys as options and room to crawl around.

Doug also took the children outside on the porch for a period of time while this worker was present and reviewing items with Doris. No safety hazards were identified in the yard and the porch area has a roof to provide some shade. There were appropriate toys outside for the kids to play with.

Doris has taken steps over the last few years to better organize her paperwork making it easier for review at the annual inspection. We also discussed some additional steps she could take for organization, and she was open to suggestions and feedback.

Doug shared that he has been taking steps to get rid of things and this worker did observe a cleaner and more organized home than prior inspections.

3. Identify The Aspects That Fall Below The Standard

110.8(1) a Number for each child's parent, a person who can be reached when the parent cannot and child's physician is written on paper and readily accessible by the working telephone.
Doris did have this written list but it was not readily accessible. This worker did have to move some furniture in order to reach it.
We did discuss a better location for Doris to maintain this documentation.

Each smoke detector is tested monthly, and a record is kept for inspection purposes.
Doris did not have documentation for testing of smoke detectors in June. Her documentation form is out of sight and we did discuss that if it were in sight she would be more likely to remember to fill it out.

All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites.
Form 470-5153, Pet Health Examination Veterinary Health Certificate, is on file.
3 of the five cats need an updated/annual pet exam Doug and Doris did share that those are scheduled in the near future.

Fire and tornado drills are practiced monthly and documentation kept on file for the current year and previous year.
Doris did not have documentation for fire and tornado drills for June. She did report that she practiced them but did not document them last month.

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,
and Procedures to address the needs of individual children, including those with functional or access needs.
Doris did have written procedures but in review of them, they need to be updated. She currently has identified a relocation spot that requires driving and does not appear to have a vehicle large enough to accommodate the number of children in care. We did discuss that her plan needs to include something she can actually implement in the event of an emergency.

110(9)1 b(2) Documentation from the Department confirming record checks have been completed and authorizing or limiting a person's involvement with childcare.
Doris's adult grandson is currently residing in the home and has not been approved by HHS to be in the home. This was also an issue at last year's compliance check and Doris did not follow through with the change application to get him approved. Her review is coming up and CCR&R agreed to assist her with the renewal application and Doris needs to ensure that she adds her Grandson as a household member to get him approved to reside in the home. (Although he does not reside there all year, he did reside at the home at the time of last year's annual inspection and again this year as well.

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110.9 (4) d : For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.
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.
Doris was missing an initial physical and immunization record for one child and an updated/annual physical for one child in care.

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

NA

5. Special Notes/recommendations

Notes:
Doris shared that she does not ever use a swimming pool but will use a sprinkler or other water play.
We did discuss safe sleep policies.
We did discuss the number of children allowed at one time as a Category B provider. If Doug (assistant is present) which he is reported to be, she can have up to 12 full time children as long as 4 are school aged. She currently has 11 enrolled and does not have more than 8 preschool aged and below. This is in compliance with what she is allowed to have.
Doris has a play yard to separate the younger children from the older children while giving them space on the floor to play and crawl around. Doris did ask if a child could sleep in that if all the toys were removed but we discussed that is not an item designated for sleep and should not be used for that.
Doris shared that she does not typically give medication to children, but she did have the required form for documentation if she would give medications.
We discussed discipline and Doris and Doug (husband and assistant) shared that they will use redirection, corner time, sit in a chair and then talk about the behavior. While present today this worker did observe Doug place a child in a crib to separate from the other children and allow that child to calm down.

This worker observed Linda take that child out of the play yard when she noticed the child getting sleepy and she placed the baby in a crib. The baby did not go to sleep and shortly thereafter this worker and the CCR&R worker were leaving. Lori (CCR&R support worker) did point out to Doris that the baby needed a diaper change, and this worker did then observe that as well. Doris did state it was about time for diaper changes.

Linda did not yet have anything written in regard to notifying parents in writing that they are able to submit an exemption for immunizations (either religious or medical) in lieu of the immunization record for each child. This is a new policy effective 7/1/25 so we did discuss this. Doris will need to ensure she has some written documentation that this information has been provided to her families. She indicated an intention to have all parents sign off on the new expectation and CCR&R agreed to follow up with Doris in regard to this new expectation.

Recommendations:

Lori from CCR&R also attended the visit on this date and agreed to assist Doris with some follow up.

A re-check is not needed at this time. The above corrections should be made within 30 days and will be reviewed at the next annual compliance check.

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.

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HHS Child Development
Home Compliance Worker: Christine Weber Date: 7/11/2025

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 Black Hawk County Child Care Resource and referral at 319-233-0804 if you have any ongoing compliance or training needs.