Health and Human Services

# Iowa Department of Health And Human Services

## CHILD CARE ANNUAL EVALUATION

Business Name: Michele Munn

Provider Name: Michele Munn

Provider No.: 39252

Address: 1206 South Shore DR, Clear Lake, IA, 50428

E-Mail:

County: Cerro Gordo

Phone Number: 5152904658

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- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 10/5/2026

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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**

I conducted a compliance visit with Registered Child Development Home Category B provider Michele Munn on 10/5/2026. Michele has been involved in child care for 13 years. She continues using the main floor only of her 2 story home. The primary space includes her open living room/dining room/kitchen. Michele had 4 children present during the time of our visit and cares for a total of 9 at this time. (Several of the children are part time.) Michele has one HHS-approved substitute and 2 HHS-approve assistants. She uses a fenced deck and a fence portion of her back yard for an outside play area. Michele has one cat and has a current vet statement on file. She is due to renew her registration effective 12/31/2026.

**2. Identify Observed Strengths Of The Program**

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Michele describes her strengths as being reliable, caring, and flexible with her children and families. She has numerous years of experience in child care. Michele describes her curriculum as mostly free play mixed with activities every day. She reports the children really enjoy playing with kinetic sand, playdough, and reading books. They have regular outside time as weather allows.

**3. Identify The Aspects That Fall Below The Standard**

110.8 : Conditions in the home shall be safe, sanitary, and free from hazards.
- Michele needs to perform some deep cleaning in her child care spaces. The kitchen floor needs to be swept and mopped more frequently to improve the level of sanitation. Her kitchen surfaces including many of the counter spaces and kitchen table were sticky and/or need more frequent attention. The living room carpet is over due for a shampoo/carpet cleaning. Many of her children spend lots of their time on the floor. I will be monitoring this closely during my next visit to be sure a higher overall level of cleanliness for the floors is being maintained.

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.
- Michele needs to obtain a current health statement for Douglas to have on file. This needs to be completed using the State form she has a copy of and needs to be renewed every 3 years.

110.9(2) : An individual file is maintained for each staff assistant:
110.9 (2) b : Within six months of approval, a Physical exam report documented on form 470-5152, Child Care Provider Physical Examination Report, which is repeated at least every three years.
- Michele needs to update her file for assistant Carley with a current certificate for the renewed Mandatory Reporter training.

110.9(3) : An individual file is maintained for each substitute and contains:
110.9 (3) d : Certification in infant and child first-aid that includes mouth-to-mouth resuscitation.If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR.
- Michele needs to update her file for substitute Haley verifying her renewed CPR/First Aid certificate.

The above corrections need to be in place by 12/15/2026 and will be reviewed during her next visit.

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

N/A

**5. Special Notes/recommendations**

The 2026 targeted compliance for the Emergency Preparedness Plan was conducted. Michele was in compliance having a plan consistent with her current operation.

I encourage Michele to work with Kathy Lloyd from Child Care Resource and Referral with any ongoing compliance or training needs.
Kathy can be reached at: (319) 231-9405

Michele had one infant under 12 months of age in care during our visit who was awake. We reviewed safe infant sleeping policies.

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HHS Child Development
Home Compliance Worker: Earl Crow Date: 10/6/2026

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