Health and Human Services

Iowa Department of Health And Human Services

CHILD CARE ANNUAL EVALUATION

Business Name: Amber Fees

Provider Name: Amber Fees

Provider No.: 52727

Address: 1360 E Ave, Marion, IA, 52302

E-Mail:

County: Linn

Phone Number: 3194503183

- [ ] Pre-Inspection Date:
- [ ] Approval Date:
- [X] Annual Visit Date: 9/10/2025

Program Type:

- [ ] Registered Child Development Home A (guidelines for ratios on all categories)
- [ ] Registered Child Development Home B
- [ ] Registered Child Development Home C
- [ ] Registered Child Development Home C1
- [X] Non Registered Child Care Homes accepting CCA

Program Population Served:

- [ ] Infant(0<24 mos)
- [ ] Toddler
- [ ] PreSchool
- [ ] School Age
- [X] All Ages

1. Basic Overview

Amber recently became a Non-Registered provider approved to receive CCA effective 8/4/25. This was her first annual compliance inspection. Amber did indicate a desire to become a Registered provider in the near future. She is not currently involved in the Food Program but did express an interest.

2. Identify Observed Strengths Of The Program

Amber does present as interested in moving to a Registered provider and expressed a desire to provide quality care. She currently has the lower level of her home set up for childcare and it was set up very nicely. She has a wide variety of educational toys/activities and separate spaces designated for care of children. Amber did reach out to her local CCR&R support worker upon being an approved Non-Registered provider as she wanted to make sure she understood the

Regulations and was compliant.

3. Identify The Aspects That Fall Below The Standard

120.8(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.
Amber did have this written list but it did not include an emergency contact for each child. She did update that while this worker was present.

120.8 (1) h : Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.
*Amber needs to install a smoke alarm at the top of the stairway, and she needs to send pictorial verification to this worker.

Each smoke detector is tested monthly, and a record is kept for inspection purposes.
Amber did not have documentation of monthly testing of smoke detectors. She did have the appropriate form and needs to ensure she is testing those monthly and documenting accordingly.

Nonsmoking signs are posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone number for reporting complaints, and www.iowasmokefreeair.gov.
*Amber had a no-smoking sign at one entrance but needs to post one at her secondary exit and send pictorial verification to this worker.

120.8(1) n. 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 ectoparasites. Form 470-5153, Veterinary Health Certificate, is on file.
Amber has 5 cats and 2 dogs. She did have an annual pet exam for the 2 dogs but not on the approved HHS form.
Amber had a current pet exam for 1 cat but not on the approved HHS form.
Amber did not have a current pet exam for the 4 other cats.
*Amber needs to obtain current pet exams for the pets, and they all need to be documented on the approved HHS form.

120.8(2) b If not fenced, both in and above-ground pools must have a cover that meets or exceeds ASTM standards when not in use.
Amber does have an above ground pool and did not have any cover on it.

Fence for above-ground pool is four feet high and non-climbable.
The fence around the backyard is not quite 4 feet and it is climbable making the pool accessible.

c. Written permission from the parents is on file.
*Amber needs to obtain written permission from the parent for the children to use the swimming pool.

Amber is in the process of draining the pool since it is the end of summer. We did develop a safety plan on this date stipulating the following:
Amber agreed to drain the pool by tomorrow (9-11-25) and she will send pictorial verification to this worker.
Amber will not set the pool back up next year until she has approved fencing.
Amber will use the side yard and front year only for childcare and secure the gate until such time that the pool is taken down.

120.8 (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

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Procedures to address the needs of individual children, including those with functional or access needs.
Amber had not developed her Emergency Preparedness Plan. She did have the format explaining what needs to be in each area. This worker did provide her a blank format also to use for development of the actual Safety Plan. Amber needs to develop her EPP and send pictorial verification to this worker.

120.9 (2) a : Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child, and the parent's work address and telephone number.
120.9 (2) b : Emergency information including where the parent can be reached, the name, street address, city, and telephone of the child's regular doctor, and the name, telephone number, and relationship to the child of another adult available in case of emergency.
120.9 (2) c : A signed medical consent from the parent authorizing emergency medical and dental treatment.
120.9 (2) d : An admission physical examination report signed by physician or clinic designee. (She as missing 1 of 4)
120.9 (2) f : Documentation signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.
120.9 (2) i : Written permission from the parent(s) for their child to attend activities away from the child care home.
*Amber had started to fill out paperwork for each child but needs the parent to finish it and sign accordingly. She needs to work with the parent to obtain all required documentation. Amber was aware of the documentation that she needs in each child's file.

A follow up check will be done by HHS in approximately 45 days due to the development of the safety plan. Despite the follow up, the above corrections should be made within 30 days and will be reviewed at the next annual compliance check. Please send pictorial verification of the items where specifically noted above to christy.weber@hhs.iowa.gov or text to 319-429-0749.

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

A safety plan was developed in regard to the above ground pool that did not have a proper cover or proper fencing. The safety plan stipulated the following:
Amber agreed to drain the pool by tomorrow (9-11-25) and she will send pictorial verification to this worker.
Amber will not set the pool back up next year until she has approved fencing.
Amber will use the side yard and front year only for childcare and secure the gate until such time that the pool is taken down.

HHS will do a follow up check due to the development of a safety plan.

If the safety plan is not followed, HHS could seek Revocation.

5. Special Notes/recommendations

Notes:
Amber does have 5 cats and 2 dogs but she shared that she does not allow them in the childcare area.
We did discuss safe sleep policies.
Amber does currently provide care in the lower level of her home. As a Non-Registered provider approved to receive CCA funding she is not required to have a secondary exit from her lower level. She does however want to become Registered and we did discuss what she would need if she is a Category B or C. She does have an egress window she just would need the permanent steps leading up to the window.

Recommendations:
Amber should connect with workers from the Food Program if she wants to pursue involvement in that program.
Amber did express an interest in becoming a Registered provider and should take steps to pursue that if interested.

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6. ADDENDUMS:

- Addendum1: On 10/15/25 this worker made an unannounced follow up visit to Amber's home as a follow up to the safety plan developed on 9/10/25. Amber had previously sent pictorial verification of draining her pool, but this worker also observed on this date she had taken steps to comply with the safety plan. On this date this worker also followed up in regard to the Regulations she had been out of compliance with on the annual visit in September. Amber still needs to obtain pet exams, but she reported those are scheduled yet this month. This worker did verify that she had installed a smoke alarm at the stairway and verified she had added a no-smoking sign to her secondary exit.

This Addendum is approved by supervisor on 10/15/2025

HHS Child Development
Home Compliance Worker: Christine Weber Date: 9/11/2025

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 Emmeka Hawkins with Child Care Resource and Referral if you have any ongoing compliance or training needs. Emmeka Hawkins can be reached at 563-499 -1853