IOWA
HHS
Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

06/24/2024

Michael Duclee
714 Marquette ST
Muscatine , IA 52761

Dear Child Care Provider:

This letter is in regards to the pre-inspection visit at your Registered Child Development Home A conducted on 06/21/2024. 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:

441 IAC 110.8(4) **Emergency Plans**

441 IAC 110.8(4) "b" The provider must have procedures in place for the following:

1. evacuation to safely leave the facility
2. relocation to a common, safe location after the evacuation
3. shelter-in-place to take immediate shelter where you are when it is unsafe to leave that location due to the emergent issue
4. lock down protocol to protect children and providers from an external situation
5. communication plan and plans for reunification with families
6. continuity of operations plans
7. Procedures to address the needs of individual children, including those with functional or access needs

Findings:

1. 110.8(4)b The provider has not completed the Emergency Preparedness Plan.

Suggestions/Recommendations:

A re-check is not needed at this time, corrections need to be made by 7/1/2024 and will be reviewed at the next annual compliance check.

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

Heather can be reached at: 563-940-7971.

The provider stated that he does carry a loaded weapon on his person at all times. SW Bailey encouraged the provider to make the parents aware of this and have them sign a form acknowledging that they are aware. The provider is also encouraged, when he is not wearing his weapon, to have it locked up and the ammunition locked in a separate location.

Corrective Action Required:

1. The provider needs to complete the Emergency Preparedness Plan and text a photo to SW Bailey.

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).