



Iowa Department of Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

02/22/2017

Danielle Doss
531 S Leebrick ST
Burlington, IA 52601

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 02/21/2017. 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(1) Facility Requirements

441 IAC 110.8(1)“h” The home shall have at least one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. Each smoke detector shall be installed according to manufacturer’s recommendations. The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes

441 IAC 110.8(3) Medications and Hazardous Materials

441 IAC 110.8(3)“b” A first-aid kit shall be available and easily accessible whenever children are in the child development home, in the outdoor play area, in vehicles used to transport children, and on field trips. The kit shall be sufficient to address first aid related to minor injury or trauma and shall be stored in an area inaccessible to children. The kit shall, at a minimum, include adhesive bandages, bottled water, disposable tweezers, and disposable plastic gloves.

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

441 IAC 110.9 Files

441 IAC 110.9(1) A provider file is maintained and shall contain the following:

441 IAC 110.9(2) An individual file is maintained for each staff assistant and contains:

1. Documentation from the department confirming the record checks required under subrule 110.11(3) have been completed and authorizing or conditionally limiting the person’s involvement with child care
2. A completed Form 470-5152, Child Care Provider Physical Examination Report. The examination shall include any necessary testing for communicable diseases; a

discussion of recommended vaccinations; completed no more than six months prior to approval to assist or be a household member; completed by a licensed medical doctor, doctor of osteopathy, physician assistant or advanced registered nurse practitioner; and repeated at least every three years.

3. Certification of two hours of approved training related to identification and reporting of child abuse as required by Iowa Code section 232.69 within 3 months of employment.

Findings:

Lisa Hilsenbeck, Compliance Auditor completed a follow up visit on 2/21/17 checking the following rules:

441 IAC 110.8 Danielle needs to repair bottom basement step. Viewed bottom basement step. Step has been repaired.

441 IAC 110.8(1)"b" Danielle needs to place safety caps in 2 outlets in bathroom and 1 outlet in kitchen. Outlet were capped during follow up visit.

441 IAC 110.8(1)"h" Danielle needs to replace/install smoke detector in living room and check her smoke detectors on a monthly basis and document when completed. Danielle last conducted a check of her smoke detectors in October 2016 according to her documentation. Viewed drill records. 2017 records are current.

441 IAC 110.8(1)"r" Danielle needs to display her current certificate of registration. Certificate was displayed during follow up visit.

441 IAC 110.8(2) "a" Danielle needs to remove a shovel and hand trowel from her outdoor play area. Viewed outdoor play area. Shovel and trowel have been removed.

441 IAC 110.8(3)"a" Danielle needs to remove lotion next to toothbrushes in bathroom and place in child inaccessible area. Unsafe items were moved during follow up visit.

441 IAC 110.8(3)"b" Danielle needs to place a bottle of water in her first aid kit for her transport vehicle and home. Viewed bottle of water in vehicle first aid kit.

441 IAC 110.8(4) "a " Danielle needs to practice monthly fire and tornado drills with her daycare children and document when this is completed. Danielle last completed a drill in October of 2016 according to her records. Viewed drill records. 2017 records are current.

441 IAC 110.8(4) "b" Danielle needs to complete her Emergency Preparedness Procedures document. This template can be found at iowaccrr.org to be completed.

441 IAC 110.9(2) Danielle needs to show documentation of a current physical exam for Markee on approved Child Care Provider Physical Exam Report form. Viewed current physical for Markee on approved form.

441 IAC 110.9(2) Danielle needs to show documentation of current course completion for Mandatory Reporter Training for Markee. This training can be completed online.

441 IAC 110.14(3)"c" This worker observed daycare children present on the second floor of Danielle's house during the start of the visit. Danielle does not have a secondary direct exit from her second story of her house. These children came down and remained on the main floor of the house throughout the remainder of the visit. This worker explained to Danielle why this needed to happen. Danielle reports no care is being provided on the second story of the home.

Items of non-compliance after follow up visit:

441 IAC 110.8(1)"h" Danielle needs to replace/install smoke detector in living room.

441 IAC 110.8(3)"b" Danielle needs to place a bottle of water in her first aid kit for her home.

441 IAC 110.8(4) "b" Danielle needs to complete her Emergency Preparedness Procedures document. This template can be found at iowaccrr.org to be completed.

441 IAC 110.9(2) Danielle needs to show documentation of current course completion for Mandatory Reporter Training for Markee. This training can be completed online.

Suggestions for Improvement:

Recommendation:

A second follow up visit is scheduled for 3/9/17.

[] Is the recommendation to terminate a provider agreement or revoke a registration?

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.

Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home.

Please do not hesitate to contact me at DHS at 319-208-5521 or CReckli@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Chad Reckling

Social Worker II

Machelle Pezley

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 319-371-7809

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).