04/08/2024

Allison Kelley
5300 Morningside AVE
Sioux City, IA 51106

Dear Child Care Provider:

This letter is in regards to the compliance visit at your child care home conducted on 04/04/2024. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 120, describes specific requirements that must be met by a child care home that has a child care assistance provider agreement. The following areas were out of compliance at the time of the visit:

441 IAC 120.8(1)	**Facility Requirements**
441 IAC 120.8(1)"a"	The home shall have a nonpay, working land-line or mobile telephone with emergency numbers posted for police, fire, ambulance, and the poison information center. The number for each child's parent, for a responsible person who can be reached when the parent cannot, and for the child's physician shall be written on paper and readily accessible by the telephone. The home must prominently display all emergency information, and all travel vehicles must have a paper copy of emergency parent contact information
441 IAC 120.8(1)"g"	The home shall have at least one 2A 10BC rated fire extinguisher located in a visible and readily accessible place on each child-occupied floor.
441 IAC 120.8(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 120.8(1)"i"	Smoking and the use of tobacco products shall be prohibited at all times in the home and in every vehicle in which children receiving care in the home are transported. Smoking and the use of tobacco products shall be prohibited in the outdoor play area during the home's hours of operation. Nonsmoking signs shall be posted at every entrance of the child care home and in every vehicle used to transport children. All signs shall include: **1.** The telephone number for reporting complaints, and **2.** The Internet address of the department of public health (www.iowasmokefreeair.gov)

441 IAC 120.8(1)“n” Providers shall inform parents of the presence of any pet in the home.

1. Each dog or cat in the household shall undergo an annual health examination by a licensed veterinarian. Acceptable veterinary examinations shall be documented on Form 470-5153, Veterinary Health Certificate. This examination shall verify that the animal’s routine immunizations, particularly rabies, are current and that the animal shows no evidence of endoparasites (roundworms, hookworms, whipworms) and ectoparasites (fleas, mites, ticks, lice).

2. Each pet bird in the household shall be purchased from a dealer licensed by the Iowa department of agriculture and land stewardship and shall be examined by a veterinarian to verify that it is free of infectious diseases. Acceptable veterinary examinations shall be documented on Form 470-5153, Veterinary Health Certificate. Children shall not handle pet birds.

3. Aquariums shall be well maintained and installed in a manner that prevents children from accessing the water or pulling over a tank.

4. All animal waste shall be immediately removed from the children’s areas and properly disposed of. Children shall not perform any feeding or care of pets or cleanup of pet waste.

5. No animals shall be allowed in the food preparation, food storage, or serving areas during food preparation and serving times

441 IAC 120.8(4) Emergency Plans

441 IAC 120.8(4) Emergency Plans: plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

441 IAC 120.8(4) “a” Fire and tornado drills shall be practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file for the current year and the previous year.

441 IAC 120.8(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:

441 IAC 120.8(1)“a” The home shall have a nonpay, working landline or mobile telephone with emergency numbers posted for police, fire, ambulance, and the poison information center. The number for each child’s parent, for a responsible person who can be reached when the parent cannot, and for the child’s physician shall be written on paper and readily accessible by the telephone. The home must prominently display all emergency information, and all travel vehicles must have a paper copy of emergency parent contact information.

The provider did not have emergency telephone numbers posted in the home.

441 IAC 120.8(1)“g” The home shall have at least one 2A 10BC rated fire extinguisher located in a visible and readily accessible place on each child-occupied floor.

The provider did not have a 2A-10BC rated fire extinguisher on each child occupied floor of the home.

441 IAC 120.8(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.

The provider needs smoke detectors installed in the living room, kitchen, and each child occupied bedroom upstairs.

The provider had no documentation of monthly testing of the smoke detectors.

441 IAC 120.8(1)"i" Smoking and the use of tobacco products shall be prohibited at all times in the home and in every vehicle in which children receiving care in the home are transported.
Smoking and the use of tobacco products shall be prohibited in the outdoor play area during the home's hours of operation. Nonsmoking signs shall be posted at every entrance of the child care home and in every vehicle used to transport children.
All signs shall include:
1. The telephone number for reporting complaints, and
2. The Internet address of the department of public health (www.iowasmokefreeair.gov)

"No Smoking" signs need to be posted by every entrance of the home.

441 IAC 110.8(1)"n" Providers shall inform parents of the presence of any pet in the home.
1. Each dog or cat in the household shall undergo an annual health examination by a licensed veterinarian. Acceptable veterinary examinations shall be documented on Form 470-5153, Veterinary Health Certificate. This examination shall verify that the animal's routine immunizations, particularly rabies, are current and that the animal shows no evidence of endoparasites (roundworms, hookworms, whipworms) and ectoparasites (fleas, mites, ticks, lice).

The provider did not have documentation of current physical examinations for their pets.

441 IAC 120.8(4) Emergency Plans: plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

Emergency exit plans for fire and tornado were not posted by the exits of the home.

441 IAC 120.8(4) "a" Fire and tornado drills shall be practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file for the current year and the previous year.

The provider had no documentation of completed monthly fire and tornado drills.

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.

The provider did not have a completed Emergency Preparedness and Response plan.

441 IAC 110.9(4) Children's files. An individual file is maintained for each child and updated annually or when there are changes. Each file contains:
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.
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.
c. A signed medical consent from the parent authorizing emergency treatment.
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.

For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian or admission physical examination that is not more than 12 months from the child's first day.

e. For infants and preschoolers: A statement of health signed by a physician submitted annually.

For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of statement of health or admission physical.

f. For each school-age child, record of a physical exam completed at the time of school enrollment or since.

g. A signed and dated immunization certificate provided by the state Department of Public Health.

h. Written emergency plans for children with allergies. Must accompany child if away from facility.

i. Documentation signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

j. Written permission from the parent(s) for their child to attend activities away from the child development home.

k. Injury report forms to document injuries requiring first aid or medical care.

The provider did not have updated files for all the children in their care.

Suggestions/Recommendations:

A re-check is not needed at this time, corrections need to be made by 5/4/24 and will be reviewed at the next annual compliance check.

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

Amber can be reached at (712) 541-3498

Corrective Action Required:

Please post in the home emergency numbers for police, fire, ambulance, and the poison information center. The number for each child's parent, for a responsible person who can be reached when the parent cannot, and for the child's physician.

Please obtain 2A10-BC rated fire extinguishers for each child occupied floor of the home.

Please install smoke detectors in the living room, kitchen, and each child occupied bedroom upstairs.

Please complete and document monthly testing of the smoke detectors.

Please post "No Smoking" signs by all entrances of the home.

Please provide documentation of current physical examinations for your pets on form 470-5153.

Please post emergency exit plans for fire and tornado by all exits of the home.

Please complete and document monthly fire and tornado drills.

Please complete an Emergency Preparedness and Response plan.

Please update the children's files as needed.

Non-compliance with any of the mandated requirements listed above may lead to the cancellation of your Child Care Assistance Provider Agreement. 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 djaehrl@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Dave Jaehrling
Social Worker II

Sheila Aunspach
Social Work Supervisor 04/08/2024

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