

03/10/2023

Jeannie Manning
57316 225th ST
Glenwood, IA 51534

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 03/10/2023. 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 110.9 Files

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

441 IAC 110.9(1)“b”(2) Documentation from the department confirming the record checks required under 441 IAC 110.11(3) have been completed and authorizing or conditionally limiting the person's involvement with child care.

441 IAC 110.9(3) An individual file is maintained for each substitute and contains:

1. Documentation from the department confirming the record checks required under 441 IAC 110.9(1) “a” 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.
4. Certification in infant and child first aid
5. Certification or other documentation that minimum health and safety training has been completed within 3 months or prior to providing substitute care, whichever occurs first.



Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

Findings:

441 IAC 110.9(3) An individual file is maintained for each substitute

****The provider did not have a copy of the substitute's First Aid and CPR training. Compliance staff looked at IPower and neither First Aid or CPR are listed under the substitute.**

441 IAC 110.9(1)"b"(2) Documentation from the department confirming the record checks required under 441 IAC 110.11(3) have been completed and authorizing or conditionally limiting the person's involvement with child care.

****The provider was unable to locate these letters of approval for household members or others who are approved to be in the childcare home. The provider is encouraged to contact registration by email at crsacca@dhs.state.ia.us to request new forms if she cannot locate the ones that arrived with her new registration certificate.**

Compliance staff is unable to determine if Jeannie's adult daughter is still approved to work in the basement of the home.

Suggestions/Recommendations:

****Contact registration and find out if your adult daughter was on your last application. If not, immediately submit a change of application and include her on the list. You reported that her background check form was already turned in. Just a reminder when filling out future applications that you need to list all persons you want to have access to your home on a regular basis on your application. Everyone has to be reapproved every two years.**

****By April 28, 2023 please send a copy of Megan's First Aid and CPR certificates by text to 712-435-0576 or emailed pictures to sburris@dhs.state.ia.us**

Even though Megan was approved by Registration as your substitute, it is the compliance staff who verify that these necessary trainings are completed and up to date. If these items get uploaded to I-power, compliance should also be able to verify that way.

Corrective Action Required:

Please let me know if you have any questions.

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 712-435-0576 sburris@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Stacy Burris

Social Worker II

Sheila Aunspach

Social Work Supervisor



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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).