01/23/2018

Stasha Prins
3710 Pacific ST
Davenport, IA 52806

Dear Child Care Provider:

This letter is in regards to the follow up at your Registered Child Development Home B conducted on 01/23/2018. 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(4) Children's Files. An individual file for each child shall be maintained and updated annually or when the provider becomes aware of changes. The file shall contain:

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, at a minimum, where the parent can be reached, the name, street address, city and telephone number of the child's regular source of health care, 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. An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician

1. The date of the physical examination shall not be more than 12 months before the child's first day of attendance at the child development home.

2. The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary.

3. For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physical examination report.

4. The examination report or statement of health status shall be on file before the child's first day of care

e. For children under the age of 6,a statement of health condition signed by a physician or designee submitted annually from the date of the admission physical. For a child who is enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physician statement.

f. For each school-age child, on the first day of attendance, documentation of a physical examination that was completed at the time of school enrollment or since.

g. A signed and dated immunization certificate provided by the state department of public health. For the school-age child, a copy of the most recent immunization record shall be acceptable.
h. For any child with allergies, a written emergency plan in the case of an allergic reaction. A copy of this information shall accompany the child if the child leaves the premises.
i. Documentation that is signed by the parent and names persons authorized to pick up the child. The authorization shall include the name, telephone number, and relationship of the authorized person to the child.
j. Written permission from the parent for the child to attend activities away from the child development home.**k.** Injury report forms documenting injuries requiring first aid or medical care
l. If the child meets the definition of homelessness as defined by section 725(2) of the McKinney-Vento Homeless Education Assistance Act, the family shall receive a 60-day grace period to obtain medical documentation.

Findings:

Lisa Hilsenbeck, Child Care Compliance Auditor, completed a follow up visit on 1/23/18 checking the following regulations:

441 IAC 110.7(2) Stasha needs to show documentation of her use of substitute care provider hours. Viewed documentation of substitute care hours.
441 IAC 110.8(1)“a” Stasha needs to update her emergency contact list for her daycare children and place of copy of this list in her transport vehicle. Viewed updated emergency contact list in the home and in the transport vehicle.
441 IAC 110.8(1)“h” Stasha needs to update her documentation as to when she completed monthly tests of her smoke detectors. Viewed monthly smoke detector testing documentation.
441 IAC 110.8(1)“i” Stasha needs to place an Iowa Smoke Free Air Act sign in her transport vehicle so that it is visible from the outside of the vehicle. Viewed no smoking sign posted in transport vehicle.
441 IAC 110.8(2) “a” Stasha needs to repair or replace cracked blue platform on her Little Tikes slide. Slide has been removed from play area and is being thrown away.
441 IAC 110.8(4) “a” Stasha needs to update her documentation as to when she completed monthly fire and tornado drills with her daycare children. Viewed monthly documentation of fire and tornado drill practice.
441 IAC 110.8(4) “b” Stasha needs to make the following modifications to her Emergency Preparedness document: Add "only release children to authorized pickup persons as seen through personal ID" to Communication and reunification section. Add procedures on how to deal with non-mobile children during the emergencies as identified in the plan. Viewed Emergency Preparedness document. "only release children to authorized pick up persons as seen through personal ID" has been added. Plan for immobile children to evacuate safely has been added.
441 IAC 110.9(1)“a” Stasha needs to show documentation of a current physical for Kevin on the Child Care Provider Physical Examination Report form. Viewed current physical for Kevin documented on the Child Care Provider Physical Examination Report form.
441 IAC 110.9(4) Children's Files. An individual file for each child shall be maintained and updated annually or when the provider becomes aware of changes. The file shall contain:
For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physical examination report. Need school-aged health status form for P.M., K.M. Viewed for P.M.
A statement of health condition signed by a physician or designee submitted annually from the date of the admission physical. For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physician statement. Need updated physical for P.V., P.M.(2), P.L. Viewed updated physical for P.V., P.M.(2), P.L.
A signed and dated immunization certificate provided by the state department of public health. For the school-age child, a copy of the most recent immunization record shall be acceptable. Need for T.G., A.J. Stasha reports T.G., A.J. are no longer enrolled in care. Need update for P.V., P.L. Viewed update for P.V., P.L.
A list that is signed by the parent and names persons authorized to pick up the child. The authorization shall include the name, telephone number, and relationship of the authorized person to the child. Need for T.G., A.J. Stasha reports T.G., A.J. are no longer enrolled in care. Need signature and date on form for K.G., A.G. Viewed signature and date on the form for K.G., A.G.
Written permission from the parent for the child to attend activities away from the child development home. Need for T.G., A.J., K.G., A.G. Need update for P.M.(8), A.L. Stasha reports T.G., A.J. are no longer enrolled in care. Viewed for K.G., A.G. Viewed update for P.M.(8).

Items of non-compliance after the follow up visit:

441 IAC 110.9(4) Children's Files. An individual file for each child shall be maintained and updated annually or when the provider becomes aware of changes. The file shall contain:
For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physical examination report. Need school-aged health status form for K.M.

Suggestions/Recommendations:

Corrective Action Required:

Stasha has 2 weeks (2/6/18)to send non-compliance paperwork to Lisa Hilsenbeck (lhilsen@dhs.state.ia.us).

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 319-208-5521 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 563-324-3236

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).