07/09/2024

Deneen Ritter
102 N Johnson ST
Charles City, IA 50616

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 07/08/2024. 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 110.9 Files

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

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.

441 IAC 110.14 **SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "B"**

441 IAC 110.14(1)“ c” In addition to the eight children not in school, no more than four children who attend school may be present

441 IAC 110.14(1)“ d” No more than 12 children shall be present at any one time when an emergency school closing is in effect.

Findings:

Per our 7/8/2024 spot check visit, the following corrections need to be made:

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

441 IAC 110.14(1)“c” In addition to the eight children not in school, no more than four children who attend school may be present
441 IAC 110.14(1)“d” No more than 12 children shall be present at any one time when an emergency school closing is in effect.

Suggestions/Recommendations:

I encourage Deneen to work with Jenny Engelhardt from Child Care Resource and Referral with any ongoing compliance or training needs.
Jenny can be reached at: (319) 239-1072

Corrective Action Required:

1. Deneen needs to obtain a current physician signed statement of health for substitute/assistant Danielle to have on file. This needs to be completed using the State form she has copies of and needs to be renewed every 3 years.

2. During the time of my visit, Deneen had accepted a part time child normally not there on Mondays. This put her at 13 total children, over allowable numbers by 1 child. Deneen must follow allowable numbers and age ratios at all times.

No re-check is required at Deneen's operation. She must remain within allowable numbers at all times. The other correction needs to be in place by 9/20/2024 and will be reviewed during her next visit.

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 (515) 291-0008 if you have any questions regarding this letter.

Sincerely,

Earl Crow

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).