06/21/2023

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Belle Plaine, IA 52208

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 06/21/2023. 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:

FINDINGS:	**Identify FINDINGS in each area of non-compliance.**
441 IAC 110.6	Limit. Except as provided in subrule 110.6(3), no greater number of children shall be received for care at any one time than the number authorized on the registration certificate.
441 IAC 110.7	**Provider Requirements**
441 IAC 110.7(1)	The provider shall meets the following requirements: **a.** Gives careful supervision at all times. **b.** Exchange information with the parent of each child frequently to enhance the quality of care. **c.** Give consistent, dependable care and be capable of handling emergencies **d.** Be present at all times except when emergencies occur or an absence is planned, at which time care shall be provided by a department-approved substitute. When an absence is planned, the provider shall give parents at least 24 hours' prior notice. **e.** Shall be free of the use of illegal drugs and shall not be under the influence of alcohl or any of the prescription or non-prescription drug that could impair their ability to give careful supervision.
441 IAC 110.8(1)	**Facility Requirements**
441 IAC 110.8(1)"b"	Electrical wiring shall be maintained, and all accessible electrical outlets shall be tamper-resistant outlets or shall be safely capped. Electrical cords shall be properly used. Improper use includes running cords under rugs, over hooks, through door openings, or other use that has been known to be hazardous
441 IAC 110.8(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 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(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 110.8(2) Use of Outdoor Space

441 IAC 110.8(2) "a" A safe outdoor play area shall be maintained in good condition throughout the year. The play area shall be fenced off when located on a busy thoroughfare or near a hazard which may be injurious to a child, and shall have both sunshine and shade areas. The play area shall be kept free from litter, rubbish, and flammable materials and shall be free from contamination by drainage or ponding of sewage, household waste, or storm water.

441 IAC 110.8(4) Emergency Plans

441 IAC 110.8(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 110.8(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 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 110.8(5) Safe Sleep

441 IAC 110.8(5) "a" The provider shall follow safe sleep practices as recommended by the American Academy of Pediatrics for infants under the age of one.

a. Infants shall always be placed on their back for sleep.

b. Infants shall be placed on a firm mattress with a tight fitted sheet that meets

Consumer Product Safety Commission federal standards.
c. Infants shall not be allowed to sleep on a bed, sofa, air mattress or other soft surface. No child shall be allowed to sleep in an infant seat, car seat, swing, bouncy seat, or items not designed for sleeping.
d. No toys, soft objects, stuffed animals, pillows, bumper pads, blankets, or loose bedding shall be allowed in the sleeping area with the infant.
e. No co-sleeping shall be allowed.
f. Sleeping infants shall be actively observed by sight and sound.
g. If an alternate sleeping position is needed, a signed physician authorization with statement of medical reason is required.

441 IAC 110.8(5) "b" No child shall be allowed to sleep in any item not designed for sleeping including, but not limited to, an infant seat, car seat, swing, or bouncy seat.

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)" a" A physician's examination report for the provider and all members of the provider's household aged 18 years or older. Acceptable physical examinations shall be documented on Form 470-5152, Child Care Provider Physical Examination Report. All children residing in the household must have medical documentation outlined in 110.9(4) "d", 110.9(4) "f", and 110.9(4) "g"

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.

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.

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

441 IAC 110.14(1)“ e” If more than eight children are present at any one time for a period of more than two hours, the provider shall be assisted by a department-approved assistant who is at least 14 years old, unless extra children are present as a result of an emergency school closing

Findings:

441 IAC 110.6 Limit and 441 IAC 110.14(1) “e” . No more than 8 children preschool aged or younger is permitted however during inspection, it was found that Heather was carrying for 9 children for more than 2 hours

441 IAC 110.7(1) The provider shall meets the following requirements:
Gives careful supervision at all times. Upon arrival, Heather was outdoors with an infant and her own biological children. The door/window was open, however, other children were indoors napping while an unapproved person was in the household also cleaning.

441 IAC 110.8(1)“b” outlet covers are needed in the living room area

441 IAC 110.8(1)“g” The home has a 1A-10BC fire extinguisher, however a 2A-10BC is required. Please replace upon expiration.

441 IAC 110.8(1)“h” A smoke detector is not located in the living area of the home. The provider did not have documentation of monthly testing

441 IAC 110.8(1)“n” There are 2 dogs and 1 cat in the home. Immunization documentation was observed, however no pet physical examination was documented

441 IAC 110.8(2) “a” A "poker" was observed near the fire pit that is in the accessible play area which is a risk of injury

441 IAC 110.8(4) Emergency plans are not posted with evacuation routes

441 IAC 110.8(4) “a” The provider did not have documentation that fire or tornado drills are completed monthly

441 IAC 110.8(4) “b” The provider has a vague emergency preparedness plan. Plans for shelter in place or lock down in the event of an external threat are insufficient to ensure safety of children in care.

441 IAC 110.8(5) "a" and "b". Upon arrival to the home for inspection, an infant was observed asleep in a moving swing. Heather identified that she is familiar with safe sleep practices and that cribs were in the basement. Child was removed from the swing while worker was present.

441 IAC 110.9(1)“a” Physicals for 2 household members under the age of 18 are expired.

441 IAC 110.9(2) You do not currently have a department-approved assistant however you have indicated using someone in the recent past. This is not approved as training and background checks have not been completed

441 IAC 110.9(4) During random sampling of children's files, 3 were found out of compliance with annual physical health examinations or statements.

Suggestions/Recommendations:

Required:

You must with the Child Care Registration Unit to get any assistant you wish to use, approved by the Department

If not within direct visual or hearing of children in care, a monitor must be used to provide level of superivsion.

Please replace fire extinguisher with a 2A-10BC upon expiration.

Documentation must be obtained for pet exams on Form 470-5153.

Remove unsafe equipment from outdoor play area

Emergency Preparedness Planning must be completed, to include enhancements to "shelter in place" and "lock down" procedures. Additionally, emergency evacuation plans and documentation of monthly drills must be maintained

All safe sleep requirements must be followed at all times. Cribs and/or Pack n Plays shall be upstairs in areas of care to ensure ease of access for sleeping

Please schedule medical appointments for children in household requiring updated physicals

If using an assistant, this person shall be approved by the department prior to use

Child files shall be reviewed for compliance with annual health examinations, immunizations, and ensuring current emergency contact information.

Corrective Action Required:

If you wish to care for more than 8 children for more than 2 hours, please work with the Child Care Registration Unit. A courtesy email has been completed on your behalf, per our discussion.

You are encouraged to work with Child Care Resource and Referral, specifically in the area of maintaining files and records for children in care including updated physicals, current immunization documentation, and emergency contacts and authorizations, pet exams, emergency planning, and drills. Per our discussion, a courtesy email has been completed on your behalf

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 5153770357 if you have any questions regarding this letter.

Sincerely,

Ryan Page Director of
Child Care

Social Worker II

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).