Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

Date: 3/3/15

Mackinzie Anderson
340 NE Cedar Ave
Earlham, IA 50072

Dear Mackinzie,

This letter is in regards to the 3/2/15 compliance check of your Category C-1, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

☐110.5(1)e Electrical wiring shall be maintained. (You need to install a face plate over the exposed electrical outlet in the living room.

☐110.5(1)h A safe outdoor play area is maintained in good condition throughout the year. (You need to repair or remove the teeter-totter in the back yard.)

☐110.5(1)o Nonsmoking signs posted at every entrance of the home and in every vehicle used to transport children. Signs include telephone # for reporting complaints, and www.iowasmokefreeair.gov. (You need to post the no-smoking sign I shared with you next to your back door.)

☐110.5(1)q No animals are allowed in food preparation, storage or serving areas during food preparation and serving times. (You need to keep the dog out of the kitchen during meal preparation and meal serving times.)

☐110.5(1)r If not fenced, both in and aboveground pools must have a cover that meets or exceeds ASTM standards when not in use. (You need to repair/replace the snap locks on you hard hot tub cover and be sure each snap lock is actually locked with a key at all times during childcare hours. Your other option would be to complete at least four feet of fencing with a locked gate all the way around the hot tub.)

110.5(2) **A provider file is maintained and contains:**

☐110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years. (You need to obtain a physician signed statement of health for your husband to be kept on file.)

Story/Boone County Office
126 South Kellogg, Suite 101
Ames, IA 50010
Telephone: (515) 292-2035; Fax: (515) 296-2672

☐110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.) (You need to find/obtain current certification in the mandatory reporter training to be kept on file.)

110.5(8) **Children's Files**

☐110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually. (You need to obtain current physician signed statements of health for all of your children's files. These need to be renewed every year.)

Non-compliance with any of the mandated regulatory 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 on or before** 4/21/15.

☑Based on the items out of compliance listed above, you will be required to have a re-check or follow-up visit to your home. This visit will occur on or after 4/21/15.

Please call me if you have any further questions.

Sincerely,

Earl Crow

Earl Crow
Child Development Home Compliance Checks
DHS, Story County
(515) 268-7106

C. Mark Chappelle
Social Work Supervisor
(515) 993-1705

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 1-800-722-7619.

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you need to use only DHS approved training and only 12 hours can be by self-study. You can access the approved training by going to http://dhs.iowa.gov/sites/default/files/CC Professional Development.pdf and you can sign up for 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).