

# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

April 14, 2014

Janelle Stowell  
108 7<sup>th</sup> Street N  
Dakota City, IA 50529

Dear Child Care Provider,

This letter is in regards to the April 10, 2014 compliance check of your Level B, 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)k Fire and tornado drills are practiced monthly and documentation kept. (Practices the first of the month, needs to document)
- 110.5(1)r Fence for above ground pool is four feet above sidewalls of pool. Height of pool walls not included in measurement. (Janelle thinks the fence is about 2 foot tall-she will have to get a taller fence or not have a pool)
- 110.5(1)v The provider has written policies about responding to health related emergencies..
- 110.5(8) Children's Files (NEEDS- Physical and immunizations-Ava, Gracelyn, Emerson. Physicals-Jarin, David, and Cameron).
- 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.
- 110.5(8)e For school aged children: An annual statement of health condition signed by the parent or legal guardian, annually from date of admission physical.
- 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

Needed-smoke alarm in play room.

Upstairs play area (2<sup>nd</sup> floor-using spiral staircase), Janelle states she is not currently using for older children at this time. The area is a nice big open room with activity table and lots of activities for older children. It will be great additional space, when it is completed. This area should not be used

until approved either by DHS or CCRR. Once there is a wall or railing that completely covers all of the areas that a child could fall down to the lower floor, please let either Jody or myself know, so we can come out and take a look at it, and give the approval to use that space.

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 within the next 45 days.**

Based on the items out of compliance listed above, you will be required to have a recheck or follow up visit to your home. This visit will occur after the 45 day time period has elapsed.

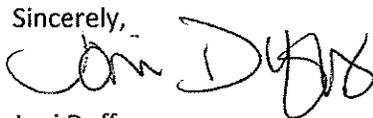
**Please check mark each of the boxes listed above when the necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.**

**I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.**

**Please sign and date below, and return this form in the provided envelope by: 5-26-2014**

X \_\_\_\_\_  
Signature Date

Please do not hesitate to contact me at DHS at 515-573-1640 if you have any questions regarding this letter.

Sincerely,  
  
Joni Duffy  
Webster Co DHS  
Social Worker II

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 Jody Lehman with Child Care Resource and Referral at 515-573-0147.**

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://www.dhs.state.ia.us/Consumers/Child\\_Care/Professional\\_Development.html](http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html) 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).