Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

August 28, 2014

Amy Stauber
201 E 3rd ST
Fonda, IA 50540

Dear Child Care Provider,

This letter is in regards to the 8-27-2014 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)e All accessible electrical outlets are safely capped. **(Has new plates but doesn't have them in)**

☐ 110.5(1)n Each smoke detector is tested monthly, and a record is kept for inspection purposes.

☐ 110.5(1)q All dogs and cats have annual examinations. Records of the exams are on file and must verify that routine immunizations are current and animal is free of endo and ecto parasites. **(cant find annual – rabies up to date-gave her new form)**

☐ 110.5(1)v The provider has written policies about responding to health-related emergencies.

☒ 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. **(Brittany 4-2014 is the only one she has)**

☒ 110.5(2)b Certificates or training verification documentation for:

☒ 110.5(2)b Within the first three months of registration:

☐ 110.5(2)b Certification by an approved trainer/organization in infant and child first-aid that includes mouth-to-mouth resuscitation. Certification will be maintained throughout period of registration. If they are unable to locate first aid training that includes mouth-to-mouth resuscitation, they must complete both a first aid course and CPR. **(FIRST AID IS EXPIRED)**

Northern Service Area - Webster County
330 1st Ave. North, Fort Dodge, IA 50501-3718
Phone: (515) 955-6353 Toll Free: (877) 529-6873
Income Maintenance Fax: (515) 573-1678

☒110.5(2)c An individual file is maintained for each staff assistant and contains: Brittany

☐110.5(2)c Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years.

☒110.5(8) Children's Files

☐110.5(8) An individual file is maintained for each child and updated annually or when there are changes. Each file contains: **(Needs to update files)**

☐110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually. **(Hadleigh, Kellie, Hunter)**

☐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. **(Kade, Olivia, Kyler)**

☐110.5(8)g A signed and dated immunization certificate provided by the state department of public health. **(Not current)**

Please remember that it is your responsibility to remain within your numbers. It is the families responsibility to find a provider, and the providers responsibility to stay within their numbers. You cannot take on extra kids because you feel sorry for them not being able to find a provider. If you go over on numbers again, you are at risk of losing your registration and could be prohibited from providing child care. It is very important to stay within your capacity.

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.

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: October 11, 2014

X_____ _____

Signature Date

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

Sincerely,

Social Worker II

Natalie A Clapp

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 Jami Huster with Child Care Resource and Referral at 515-573-0029.

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 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).