



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

November 19, 2015

Ida Rockett  
1638 Golden Valley  
Waterloo, IA 50703

Dear Child Care Provider,

This letter is in regards to the November 19, 2015 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:

- 441 IAC 110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

**Findings: The playroom, living room and kitchen need a thorough cleaning. The kitchen table needs to be cleaned up. Clutter in the living room needs cleaned up. The clothes hanging from the door in playroom need to be removed. The bathroom sink needs to be repaired and either childproof the doors or remove the cleaning products.**

- 441 IAC 110.5(1)“a” The home shall have a nonpay, working land-line or mobile telephone with emergency numbers posted for police, fire, ambulance, and the poison information center. The number for each child’s parent, for a responsible person who can be reached when the parent cannot, and for the child’s physician shall be written on paper and readily accessible by the telephone. The home must prominently display all emergency information, and all travel vehicles must have a paper copy of emergency parent contact information

**Findings: The list needs to be current and posted along with a travel copy.**

- 441 IAC 110.5(1)“b” All medicines and poisonous, toxic, or otherwise unsafe materials shall be secured from access by a child

**Findings: The doors on the bathroom sink need to be child proofed or the cleaning products need to be moved to an area that is inaccessible by children.**

- 442 IAC 110.5(1)“d” Medications shall be given only with the parent’s or doctor’s written authorization. Each prescribed medication shall be accompanied by a physician’s or pharmacist’s direction. Both nonprescription and prescription medications shall be in the original container with directions intact and labeled with the child’s name. All medications shall be stored properly and, when refrigeration is required, shall be stored in a separate, covered container so as to prevent contamination of food or other medications. All medications shall be stored so they are inaccessible

to children. Any medication administered to a child shall be recorded, and the record shall indicate the name of the medication, the date and time of administration, and the amount given

**Findings: A child's inhaler was in a backpack on the floor in the living room. It needs to be moved to an area that is inaccessible to children.**

441 IAC 110.5(1)"e" 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

**Findings: The TV and stand is pulled out about 6-8 inches from the wall making the cords accessible to children.**

441 IAC 110.5(1)"k" Fire and tornado drills shall be practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file

**Findings: Last documented in 2014. You stated you haven't been in the basement in years but your husband uses the basement. I have attached a copy of a form you can use for documentation.**

441 IAC 110.5(1)"u" The provider shall have written policies regarding the care of mildly ill children and exclusion of children due to illness and shall inform parents of these policies.

**Findings: You were unable to locate your policy. Please provide a copy as soon as possible.**

441 IAC 110.5(1)"v" The provider shall have written policy and procedures for responding to health-related emergencies

**Findings: You were unable to locate your policy. Please provide a copy as soon as possible.**

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

441 IAC 110.5(2)"a" A physician's examination report for the provider and all members of the household . Acceptable physical examinations shall be documented on 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 initial registration; completed by a licensed medical doctor, doctor of osteopathy, physician assistant or advanced registered nurse practitioner; and repeated at least every three years.

**Findings: On November 17, 2015 I received the signed request for information and you 2014 Physical Examination form. Your form indicated you will need assistance available as your mobility is limited. Your assistant was not there when I arrived. He did show up near the end of my check.**

**I also need a copy of Larry Jr.'s physical examination report.**

441 IAC 110.5(2)“d” An individual file is maintained for each substitute and contains:

**(4)** Certification in infant and child first aid that includes mouth-to-mouth resuscitation. 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.

**Findings: Need documentation of Larry's completion of child first –aid and mouth-to-mouth resuscitation.**

441 IAC 110.5(3) Activity Program. There is an activity program and it promotes self-esteem and exploration.

a. Activity program includes active play.

b. Activity program includes quiet play.

c. Activity program includes activities for large muscle development, such as running, climbing and riding toys.

d. Activity program includes activities for small muscle development, such as coloring, puzzles, finger plays and play dough.

e. Play equipment and materials in a safe condition, for both indoor and outdoor activities which are developmentally appropriate for the ages and number of children present.

**Findings: Children were awake in cribs when I arrived. It appears to me that the children spend a lot of awake time in cribs. As you had not removed them from the cribs to play while I was present, only to separate the two that were in the crib together. There is little to no clean and uncluttered floor space available for children to play.**

441 IAC 110.5(8) “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

**Findings: Need for three kids.**

441 IAC 110.5(8) “e”. 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 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 physician statement.

**Findings: Need for one kid.**

441 IAC 110.5(8) "h". 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.

**Findings: Need for one kid.**

441 IAC 110.5(8) "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.

**Findings: Need for four kids.**

441 IAC 110.5(8) "f". A list signed by the parent which 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.

**Findings: Need for two kids.**

441 IAC 110.5(9) The provider shall meet the following requirements:

- c. Give consistent, dependable care and be capable of handling emergencies

**Findings: You must be capable of handling emergencies. Your doctor indicated you have limitation due to mobility issues. Your assistant must be present at all times.**

**441 IAC 110.9(3) Facility requirements**

441 IAC 110.9(3)"a" The home shall have a minimum of 35 square feet of child-use floor space for each child in care indoors, and a minimum of 50 square feet per child in care outdoors

**Findings: I question the amount floor space you have available for child use.**

441 IAC 110.9(3)"b" The home shall have a separate quiet area for sick children.

**Findings: I question whether you have this space available due to the amount of clutter and disarray in the room designated as the play room.**

**Suggestions for Improvement: You will need to show continued progress in the next 45 days with coming into compliance on these identified areas.**

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.

**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: January 4, 2014**

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

Please do not hesitate to contact me at DHS at 319-292-2360 if you have any questions regarding this letter.

Sincerely,

Pat Smart  
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 319-233-0804.

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).