



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

November 10, 2015

Lola Segovia  
2308 SE 17<sup>th</sup> Street  
Des Moines, IA 50320

Dear Child Care Provider,

This letter is in regards to the October 27, 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:

**FINDINGS:** *Identify FINDINGS in each area of non-compliance.*

441 IAC 110.5(1)"e" All accessible electrical outlets shall be tamper-resistant outlets or shall be safely capped.

***Please double check all accessible outlets as there were a few uncovered at the time of my visit.***

441 IAC 110.5(1)"f" Combustible materials shall be kept a minimum of three feet away from furnaces, stoves, water heaters, and gas dryers

***Please double check your basement area around your furnace and water heater as there are new requirements in place for space around these fixtures.***

441 IAC 110.5(1)"h" 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.

***At the time of my visit you indicated you are in the process of removing some old items in the yard/deck area such as an old toilette. You indicated they will be removed in the next week.***

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

***You reported you are practicing but have not been as consistent. Please be advised there is a sheet on page 7 of the packet provided at the time of the spot check to assist you in documenting***

***your efforts. I would suggest hanging this form in a visible location such as a refrigerator or cabinet so you easily remember to comply.***

441 IAC 110.5(1)“p” Children under the age of one year shall be placed on their backs when sleeping unless otherwise authorized in writing by a physician.

***At the time of my visit a three month old child was sleeping in a swing. You will need to obtain and use a pack ‘n play or crib to allow for the child to be flat on their back without the presence of any pillows, blankets, toys, or other items. This is best and safest practice to reduce the risk of Sudden Infant Death Syndrome (SIDS). If a child needs to sleep in a car seat or other unapproved set up, a signed note from a medical professional must be kept on file.***

- 441 IAC 110.5(1)“r” When there is a swimming or wading pool on the premises:
- (1) A wading pool shall be drained daily and shall be inaccessible to children when it is not in use.
  - (2) An aboveground or in-ground swimming pool that is not fenced shall be covered whenever the pool is not in use. The cover shall meet or exceed the ASTM International (formerly known as the American Society for Testing and Materials) specification intended to reduce the risk of drowning by inhibiting access to the water by children under five years of age.
  - (3) An uncovered aboveground swimming pool shall be enclosed with an approved fence that is non-climbable and has a minimum height of four feet.
  - (4) An uncovered in-ground swimming pool shall be enclosed with a fence that is at least four feet high and flush with the ground.

***The pool in your back yard was up but NOT full. Please note the fencing requirements for pools if you chose to fill your pool in the upcoming summer season. Your current fence is climbable and the pool is located in the play area which the children access. You can obtain fencing inserts to make your current fence non-climbable or you may erect a separate fence directly around the pool that is non-climbable. I did observe you have alarms on both doors of your home so you are aware when one is opened.***

441 IAC 110.5(8) Children’s Files. An individual file is maintained for each child and updated annually or when there are changes. Each file contains:

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.

***Please request from parent. Children needing updates include E.G. and D.B.***

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.

***Request from parent. Children needing include M.S. You can also use the form on page 4 to assist you, but it is not required.***

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.**

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 on/or after \_\_\_\_

x Based on the items out of compliance listed above, a recheck or follow up visit to your home is not necessary. However, it is essential you provide documentation to the Department that certifies you have corrected each of the identified regulatory violations and are now in complete compliance with all Departmental regulatory mandates. **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: December 29, 2015.**

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

Please do not hesitate to contact me at DHS at 515-993-1742 if you have any questions regarding this letter.

Sincerely,

*Melissa Crandford*  
Social Worker II

*C. Mark Chappelle*  
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 515-246-3560 or 1-800722-7619.

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://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).