



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

11/24/15

Dolores Angerer
5112 Lorton Ave
Davenport, IA 52807

Dear Child Care Provider,

This letter is in regards to the 11/20/15 compliance check of your Level B, Registered Child Development Home. Lisa Hilsenbeck was present during the compliance visit. 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) Conditions in the home are safe, sanitary, and free of hazards.

Non-compliance items marked below.

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

Need locks placed on bathroom cabinet in bedroom.

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

Need locked container/medication box or lock for refrigerator. The Child Care Nurse Consultant, Jessica Redden, may have a medication locked box. Jessica can be reached at (563)326-8618 Ext. 8821.

441 IAC 110.5(1)“h” A safe outdoor play area shall be maintained in good condition throughout the year. The play area shall be fenced off when located on a busy thoroughfare or near a hazard which may be injurious to a child, and shall have both sunshine and shade areas. 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.

Need to cover electric grill or remove from play area. Need to roll up hose in play area which is a tripping hazard.

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
Need to resume fire and tornado drills monthly and document.

441 IAC 110.5(1)“n” The home shall have at least one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. Each smoke detector shall be installed according to manufacturer’s recommendations. The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes
Need smoke detectors mounted in sun room and at the top of the basement stairs. Need to replace the batteries in the dining room smoke detector. Need to resume testing smoke detectors monthly and document.

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.
Need to write a policy about caring for mildly ill children. Dolores was unable to locate during the compliance visit.

441 IAC 110.5(1)“v” The provider shall have written policy and procedures for responding to health-related emergencies
Need to write a policy about responding to health-related emergencies. Dolores was unable to locate during the compliance visit.

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.
Need physicals for Dolores and Don. All household physicals must be documented on required form 470-5152. DHS provided required form.

441 IAC 110.5(2)“b” (1) Certificates or training verification and record check documentation.

Within the first three months of registration :

Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.)

Need to complete Mandatory Reporter training. Dolores reported she is planning on taking the training in February.

During the second year of registration and each succeeding year, twelve hours of approved training. At least six hours shall be in a group setting.

Need training hours.

A provider who submits documentation from a child care resource and referral agency that the provider has completed the Iowa Program for Infant/Toddler Care (IA PITC), ChildNet, or Beyond Business Basics training series may use those hours to fulfill a maximum of two years' training requirements, not including first-aid and mandatory reporter training

Need training hours. Contact Kathy Yoke at CCR&R to help you select and register for trainings. Kathy can be reached at (563)324-3239 ext. 1432.

441 IAC 110.5(2)"b"(2) Documentation from the department confirming the record checks required under 441 IAC 110.7(3) have been completed and authorizing or conditionally limiting the person's involvement with child care.

Need letter from CCA unit requesting record checks have been completed. DHS requested 11/24/15.

441 IAC110.5(2)"c" An individual file is maintained for each staff assistant and contains:

(1)

Documentation from the department confirming the record checks required under subrule 110.7(3) have been completed and authorizing or conditionally limiting the person's involvement with child care

Need letter from CCA unit requesting record checks have been completed for Don. DHS requested 11/24/15.

(2)

A completed 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 approval to assist or be a household member; completed by a licensed medical doctor, doctor of osteopathy, physician assistant or advanced registered nurse practitioner; and repeated at least every three years.

Need physical for Don. All physicals for assistants must be documented on required form 470-5152.

(3) 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.

Need Mandatory Reporter training for Don.

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

(1)

Documentation from the department confirming the record checks required under 441 IAC 110.7(3) have been completed and authorizing or conditionally limiting the person's involvement with child care.

Need letter from CCA unit requesting record checks have been completed for Don. DHS requested 11/24/15.

(2)

A completed 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 approval to assist or be a household member; completed by a licensed medical doctor, doctor of osteopathy, physician assistant or advanced registered nurse practitioner; and repeated at least every three years.

Need physical for Don. All physicals for substitutes must be documented on required form 470-5152.

(3)

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.

Need Mandatory Reporter training for Don.

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:

8 children enrolled. 8 files reviewed.

441 IAC 110.5(8) "a". Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child, and the parent's work address and telephone number.

Need updates for TM, CM, EL, CB, CR & LM.

441 IAC 110.5 (8) "b". Emergency information including, at a minimum, where the parent can be reached, the name, street address, city and telephone number of the child's regular source of health care, and the name, telephone number, and relationship to the child of another adult available in case of emergency.

Need updates for TM, CM, EL, CB, CR & LM.

441 IAC 110.5(8) "c". A signed medical consent from the parent authorizing emergency treatment.

Need for MM. Need updates for TM, CM, EL, CB, CR & LM.

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.

Need for CM, EL & CB.

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.

Need for LC. Need update for CM.

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.

Need for TM, CM, EL, CB, CR & LM.

441 IAC 110.5(8) "i". Written permission from the parent for the child to attend activities away from the child development home. The permission shall include:

- (1) Times of departure and arrival.
- (2) Destination.
- (3) Persons who will be responsible for the child

Need for EL & CB. Need updates for MM, TM, CM, CR & LM.

Suggestions for Improvement:

On the day of the compliance visit, there were 2 part time children that you stated were just visiting. If a child is a "regular" visitor, you will need to complete a file for that child.

Replace the no smoking sign on the outside sunroom door. The current sign has faded and is hard to read.

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 on or after **1/12/16**.

Please do not hesitate to contact me at DHS at 563-326-8215 if you have any questions regarding this letter.

Sincerely,

Kathy Hwinker, SWII
Social Worker II

MACHELLE PEZLEY
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 563-324-3239 x 1432 (Kathy Yoke).

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).