



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

August 21, 2014

Lynn Ackerman
4012 W 13th St
Davenport, IA 52804

Dear Lynn Ackerman,

This letter is in regards to the 8/19/14 compliance check of your Level A, 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:

110.4 No more children are in care than the rules for the specific category will allow.
7 present in care- 1 left during visit

110.5(1) Conditions in the home are safe, sanitary, and free of hazards.
Update ER #'s sheet and repost, needs locate kit, outlet covers for basement, clear 3 feet clearance for furnace, cover grill, remove gas tank from front, resume documentation of drills and testing of smoke detector, another fire extinguisher for downstairs, need more smoke detectors- basement and top of stairs, update dog record

110.5(1)a Numbers for each child's parent, physician, and a responsible person are accessible by the phone.
Need to update and repost

110.5(1)c First-Aid supplies are available and easily accessible in the home, outdoor play area, any vehicle used to transport children, and on field trips.
Need to locate kit- has some supplies, but missing bandaids and tweezers.

110.5(1)c The first-aid kit is sufficient to address first aid related to minor injury or trauma and stored in an area not accessible to children.
Has bandaids, tweezers

110.5(1)e All accessible electrical outlets are safely capped.
Needed for basement

110.5(1)f Combustible materials are kept away from furnaces, stoves, gas dryers, or water heaters.
Move boxes, rocking chairs- need 3 feet clearance from furnace and water heater.

110.5(1)h A safe outdoor play area is maintained in good condition throughout the year.

Cover grill

110.5(1)h Is kept free from litter, rubbish and flammable materials.

Remove gas tank from the front porch

110.5(1)k Fire and tornado drills are practiced monthly and documentation kept.

Documented thru 3/2014 will resume-updated while there thru July2014 as Lynn states they were completed.

110.5(1)m Has not less than one 2A 10BC rated fire extinguisher in a visible and readily accessible place on each child-occupied floor.

Need another one for downstairs – child may nap down there occasionally.

110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.

Need 2 more- basement and top of basement stairs

110.5(1)n Each smoke detector has been installed according to manufacturer's recommendations.

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

Documented thru 3/2014 will resume-updated while there thru July2014 as Lynn states they were completed.

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.

Arthur-was due June 2014

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.

Lynn, Mike- needs physical and immunization status

Erin- needs physical

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

110.5(2)c A completed DHS Criminal History Record Check, form B, 595-1396

Needs letter- mailed copy (8/21/14)- needs to put in file.

110.5(2)c A completed Request for Child Abuse Information, form 470-0643

Needs letter- mailed copy(8/21/14) – needs to put in file.

110.5(2)c A physician's signed statement of health and immunization status at the time of employment and at least every two years thereafter.

Needs

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.

Needs

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:

A, A, L- needs file

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.

R.H, L.S, M.S, L, A, A, M.S

110.5(8)b Emergency information including where the parent can be reached, the name, street address, city and telephone of the child's regular doctor, and the name number, telephone number, and relationship to the child of another adult available in case of emergency.

R.H, L.S, M.S, L, A, A, M.S

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

R.H, L.S, M.S, L, A, A, M.S

110.5(8)d For infants and preschoolers: An admission physical examination, on the first day of attendance, including past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary. The date of the exam is not more than 12 months before the child's first day of attendance.

R.H, L.S, M.S, L, A, A, M.S

110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.

R.H, L.S, L, A, A,

110.5(8)f A list signed by the parent which names persons authorized to pick up the child, their telephone number, and relationship to the child.

R.H, L.S, M.S, L, A, A, M.S

110.5(8)g A signed and dated immunization certificate provided by the state department of public health.

R.H, L.S, L, A, A

110.5(8)i Written permission from the parent(s) for their child to attend activities away from the child development home. It must include times of arrival and departure, destination, and person(s) responsible for the child.

R.H, L.S, M.S, L, A, A, M.S

110.8(1) SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "A"

110.8(1)a Not more than six preschool children present at any one time including infants.
(oldest is 4) 7 kids today – 1 left during visit

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 10/6/14.**

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 10/6/14.**

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

Sincerely,

Kathy Huinker
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 1-866-324-3236.

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).