

Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

March 10, 2014

Diane Carpenter
608 S 15th Street
Fort Dodge, IA 50501

Dear Child Care Provider,

This letter is in regards to the March 7, 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 been painting, needs to put outlet covers and plugs in ASAP)

110.5(1)f Combustible materials are kept away from furnaces, stoves, gas dryers, or water heaters. (2 totes need to be moved)

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.

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:

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.

- 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.
- 110.5(8)c A signed medical consent from the parent authorizing emergency treatment.
- 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.
- 110.5(8)d For school-aged children: On the first day of attendance, a statement of health status signed by the parent or legal guardian.
- 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually.
- 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.
- 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.
- 110.5(8)g A signed and dated immunization certificate provided by the state department of public health.
- 110.5(8)h For each school-age child, record of a physical exam completed at the time of school enrollment or since.
- 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.

You also need a written policy about how to handle health related emergencies.

Diane, I am a little concerned with how burnt out you seem. You made the comment that you could care less if you provide child care, you really don't like doing child care, child care is not my thing anyway, go ahead and take my license (which is really a registration). You made it known that I was not really welcomed in your home. I am concerned about how that carries over to the children you are watching (crisis care kids and grandkids), I just want to caution you, to make sure that they are not hearing you make these comments. It might be time to re-evaluate if this is the right program for you.

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, 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.**

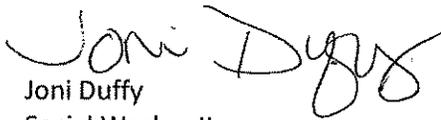
I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.

Please sign and date below, and return this form in the provided envelope by: April 21st, 2014

X _____
Signature Date

Please do not hesitate to contact me at DHS at 515-573-1640 if you have any questions regarding this letter.

Sincerely,


Joni Duffy
Social Worker II

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 Carroll with Child Care Resource and Referral at 1-515-573-0029.**

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).