



109.10(10). Incidents involving a child, including minor injuries, minor changes in health status, or behavioral concerns, shall be reported to the parent on the day of the incident. A written report shall be provided to the parent or person authorized to remove the child from the center. The written report shall be prepared by the staff member who observed the incident and a copy shall be retained in the child's file. RULE WAS VIOLATED. A "report of incident/accident" dated 3/19/2014 was reviewed. The report was not dated by staff until 3/20/2014 (one day after the incident). The report also lacked a parent signature and date of receipt. Ms. Hanson reported completing the "report of incident/accident" on 3/19/2014 after the incident occurred. Ms. Hanson talked about how she put the completed "report of incident/accident" on the clipboard in the 2-year-old classroom. Ms. Hanson discussed how the other staff could not find the incident report to provide to the family at the time of pick-up. Ms. Hanson reported the parents were mad they did not get an incident report on 3/19/2014 and that no one could tell them what had happened. Megan R reported a few days after the incident, the parents did ask her what happened and she told them what she observed. Ms. Hanson stated the child still attends Showtime Child Care Center.

---

While at Showtime Child Care Center, the following additional rule violation was noted

109.11(3)a(1). There are tall plastic shelving units located in the 2-year-old room and basement preschool room. The shelving units are not anchored to the wall. These shelving units present a possible topple, head-injury hazard. Remedy. Electrical outlet covers were lacking in required areas.

**Special Notes and Action Required:**

Please review rule 109.10(10) with all staff within 30 days of receipt of this report. Forward written documentation (a sign-off log) that each staff has received training in this area. Also, provide written documentation that the issues cited in rule 109.11(3)a(1) have been remedied within 30 days of receipt of this report.

---

If you feel something is unclear or unjustly cited, please contact me (phone 319-892-6827; email [alyons@dhs.state.ia.us](mailto:alyons@dhs.state.ia.us) <<mailto:alyons@dhs.state.ia.us>>) so that we may discuss the issue. If necessary, I can make a notation in your record. You may also send a letter that will be included in your licensing file noting any disagreement you may have with this report. If I have failed to provide for you any information discussed during my visit, please contact me and I will forward the information to you. Thank you.

**Consultant's Signature:**



**Date:**

03/27/2014