



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

5/18/15

Donnita LaGrone
728 Westerfield Rd
Davenport IA 52806

Dear Donnita,

This letter is in regards to the 5/12/15 compliance check of your category 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:

110.5(1) Conditions in the home are safe, sanitary, and free of hazards.

Donnita will move/store DVD rack in basement in child inaccessible area due to tipping hazard.

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

Donnita needs to update her emergency contact sheet.

110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child.

Donnita will store her weed spray which is next to air conditioner in outdoor play area.

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.

Donnita will obtain disposable tweezers for her home first aid kit.

110.5(1)e Electrical wiring shall be maintained.

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

Donnita will place safety caps in 2 outlets in living room and 1 outlet in basement above children's table.

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

Donnita will re-assemble slide to Little Tikes set; store grilling tools, cover or move grill from area.

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

Donnita will store charcoal lighter fluid and gas can.

110.5(1)j Emergency and disaster plans for fire and tornado are written and posted by primary and secondary exits.

Donnita needs to post these plans near her front door.

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

Donnita needs to provide documentation of these drills.

110.5(1)l A safety barrier surrounds any heating stove or heating element.

Donnita needs to store space heaters in basement area.

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.

Donnita needs to have sign denoting location of extinguisher on her main floor.

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

Donnita needs to replace detector in living room/kitchen.

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

Donnita needs to show documentation of these checks.

110.5(1)u The provider has written policies about caring for mildly ill children and the exclusion of children due to illness, and informs parents of policies.

Donnita needs to show documentation of these procedures for children that become ill in her care.

110.5(1)w Injury report forms are maintained for any injury requiring first aid or medical care. The forms are completed on the date of occurrence, shared with parents and copies are in the child's file.

Donnita needs to have copies available for use.

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.

Donnita needs to show documentation of current physical for Lou, Anthony, Khalil, Yusuf and herself. Any adult over the age of 18 must have their physical information recorded on approved provider physical record.

110.5(2)b Certificates or training verification documentation for:

110.5(2)b Within the first three months of registration:

110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.)

Donnita needs to show documentation of current course completion.

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.

Need for T.T.(11), K.T., A.T., T.T.(4), T.T.(4), J.L., R.L., E.L. Need update for R.W., C.S., C.M.

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.

Need for T.T.(11), K.T., A.T., T.T.(4), T.T.(4), J.L., R.L., E.L. Need update for R.W., C.S., C.M., J.B>(18 mos).

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

Need for T.T.(11), K.T., A.T., T.T.(4), T.T.(4), J.L., R.L., E.L. Need update for R.W., C.S., C.M., J.B>(18 mos).

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.

Need physical for T.T.(4), T.T.(4), R.L., E.L.

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.

Need school aged status form for T.T.(11), K.T., A.T., J.L.

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

Need updated physical for R.W., M.G., L.T., C.S.

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.

Need for T.T.(11), K.T., A.T., T.T.(4), T.T.(4), J.L., R.L., E.L. Need update for R.W., C.S., C.M., J.B>(18 mos).

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

Need for J.B.(18 mos), T.T.(11), K.T., A.T., T.T.(4), T.T.(4), J.L., R.L., E.L. Need update for R.W., C.S. Need on Iowa form for D.S., C.M.

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.

Need for T.T.(11), K.T., A.T., T.T.(4), T.T.(4), J.L., R.L., E.L. Need update for R.W., C.S., C.M., J.B>(18 mos).

110.5(8)j Injury report forms to document injuries requiring first aid or medical care.

Need copies of form in each child file.

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 by 7/1/15.**

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 sometime on or after **7/1/15**.

Please do not hesitate to contact me at DHS at (319) 208-5521 if you have any questions regarding this letter.

Sincerely,

Chad Reckling
Social Worker II

MACHELLE PEZLEY
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).