Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

March 9, 2015

Regina Melvin
1319 NW Shoreline Ct.
Ankeny, IA 50023

Dear Child Care Provider:

This letter is in regards to the February 20, 2015 compliance check of your Level C, Registered Child Development Home. You were determined to be in compliance with all mandated regulatory requirements of a Registered Child Development Home, as outlined in Iowa Code Chapter 237A and Iowa Administrative Code Chapter 110. Thank you for the valuable service provided to working families in Iowa.

If you have any questions, please contact me at 515-993-1742 or email me at mcrawfo@dhs.state.ia.us.

Sincerely,

Melissa Crawford

Melissa Crawford
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 Child Care Resource and Referral at 1-800-722-7619.

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)