Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

March 31, 2014

Charity Hartson
412 Campbell Ave
Waterloo, IA. 50701

Dear Child Care Provider,

This letter is in regards to the March 10, 2014 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:

☐110.5(1)b All medicines and poisonous, toxic, or otherwise unsafe materials are secured from access by a child. (Please keep all chemicals up or locked away)

☐110.5(1)e All electrical cords are properly used. This means not found under rugs, over hooks, through door openings, etc. (Tether the cord in the playroom)

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

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

☐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. (Needs updated)

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.**

X☐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 after the 45 day time period has elapsed. Child Care Resource and Referral will check your home for completion of your items out of compliance with the checklist. They can be reached at 319-233-0804

Please sign and date below, and return this form in the provided envelope by: May 15, 2014

X_____ _____
Signature Date

Please do not hesitate to contact me at DHS at 319-292-2419 if you have any questions regarding this letter.

Sincerely,

Angela Huntington
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 319-233-0804.

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).