



# Iowa Department of Human Services

Terry E. Branstad  
Governor

Kim Reynolds  
Lt. Governor

Charles M. Palmer  
Director

January 30, 2015

Misty Sales  
308 N. 5<sup>th</sup> Street  
Marshalltown, IA. 50158

Dear Child Care Provider,

This letter is in regards to the December 5, 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) Conditions in the home are safe, sanitary, and free of hazards.

**NOTE: RECOMMEND STEP LEADING TO PORCH SHOULD BE LOOKED AT/  
CHECKED OUT.**

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.

**YOUR FIRST AID KIT WAS LACKING TWEEZERS AND OTHER  
RECOMMENDED ITEMS. A LIST OF ITEMS WILL BE ATTACHED IN THIS  
LETTER.**

110.5(1)n Has a minimum of one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway.

**THIS IS NEEDED IN EACH CHILD-OCCUPIED ROOM. PROVIDER HAS  
INDICATED SLEEPING IS PROVIDED IN YOUR ROOM AND YOUR SON'S  
ROOM. YOU WOULD NEED SMOKE DETECTORS IN EACH OF THESE  
ROOMS.**

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.

**THIS IS NEEDED FOR THREE.**

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

**THIS IS NEEDED FOR TWO CHILDREN'S FILES.**

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, 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.

Please do not hesitate to contact me at DHS at 319-292-2360 if you have any questions regarding this letter.

Sincerely,

Patricia Smart  
Social Worker II

*Natalie A. Clapp* Natalie Clapp

Social Work Supervisor

Department of Human Services

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 641-650-1532.

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://dhs.iowa.gov/sites/default/files/CC\\_Professional\\_Development.pdf](http://dhs.iowa.gov/sites/default/files/CC_Professional_Development.pdf) and you can sign up for training at <http://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).