

08/28/2024

Crystal Hatterman
303 Park ST
Woodbine, IA 51579

Dear Child Care Provider:

This letter is in regards to the compliance visit at your child care home conducted on 08/28/2024. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 120, describes specific requirements that must be met by a child care home that has a child care assistance provider agreement. The following areas were out of compliance at the time of the visit:

441 IAC 120.8(1) **Facility Requirements**

441 IAC 120.8(1)“h” The home shall have at least one single-station, battery-operated, UL-approved smoke detector in each child-occupied room and at the top of every stairway. Each smoke detector shall be installed according to manufacturer’s recommendations. The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes

441 IAC 120.8(4) **Emergency Plans**

441 IAC 120.8(4) “a” Fire and tornado drills shall be practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file for the current year and the previous year.

441 IAC 120.9 **Children’s Files**

441 IAC 120.9(1) An individual file is maintained for each child and updated annually or when there are changes.

Findings:

441 IAC 120.8(1)“h” The provider shall test each smoke detector monthly and keep a record of testing for inspection purposes

441 IAC 120.8(4) “a” Fire and tornado drills shall be practiced monthly and the provider shall keep documentation evidencing compliance with monthly practice on file for the current year and the previous year.

Discussion with the provider regarding completion of smoke detector checks and monthly drills. Discussion about keeping a record of the dates of each drill.

441 IAC 120.9(1) An individual file is maintained for each child and updated annually

The provider reported that she is missing one file for one of the children in her care.



Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

Suggestions/Recommendations:

If you have any questions about this letter, please contact compliance staff.

Your CCR&R representative is Dawn Powers. Her contact number is 712-579-4590.

Corrective Action Required:

For compliance measures, please complete and document monthly smoke detector checks and fire and tornado drills. You can use a plain sheet of paper to keep track of each month or the forms provided to you.

In regards to the children's files, please work with the family members to receive that information for you to have on file. Annually, you will need to update physicals for each child.

Non-compliance with any of the mandated requirements listed above may lead to the cancellation of your Child Care Assistance Provider Agreement. Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations.

Please do not hesitate to contact me at DHS at 712-435-0576 or stacy.burris@hhs.iowa.gov if you have any questions regarding this letter.

Sincerely,

Stacy Burris

Social Worker II

Sheila Aunspach

Social Work Supervisor

08/28/2024

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 877-216-8481