

11/30/2022

Sandra Reed
521 North E ST
Albia, IA 52531

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 08/25/2022. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. You are not a participant in the voluntary Quality Rating and Improvement System. The following areas were out of compliance at the time of the visit:

441 IAC 110.7**Provider Requirements**

441 IAC 110.7(2)

Substitutes. The provider shall assume responsibility for providing adequate and appropriate supervision at all times when children are in attendance. Any designated substitute shall have the same responsibility for providing adequate and appropriate supervision. Ultimate responsibility for supervision shall be with the provider

- a. All standards regarding supervision and care of children apply to substitutes.
- b. Except in emergency situations, the provider must inform parents in advance of the planned use of a substitute.
- c. The substitute must be 18 years of age or older.
- d. Use of a substitute is limited to: No more than 25 hours per month. An additional period of up to two weeks in a 12-month period. (These limitations do not apply per Iowa Code Section 237A.3A(3)(e) when the provider is engaged in jury duty or official duties related to provider's membership on state board, committee or policy-related body.)
- e. The provider maintains a written record of the number of hours substitute care is provided, including the date and the name of the substitute.

441 IAC 110.8(1)**Facility Requirements**

441 IAC 110.8(1)“ i”

Smoking and the use of tobacco products shall be prohibited at all times in the home and in every vehicle in which children receiving care in the home are transported. Smoking and the use of tobacco products shall be prohibited in the outdoor play area during the home's hours of operation. Nonsmoking signs shall be posted at every entrance of the child care home and in every vehicle used to transport children.

All signs shall include:

1. The telephone number for reporting complaints, and
2. The Internet address of the department of public health (www.iowasmokefreeair.gov)

441 IAC 110.8(3)**Medications and Hazardous Materials**



Iowa Department of Health And Human Services

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Governor

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Director

441 IAC 110.8(3) "d" The provider shall establish procedures related to infectious disease control and handling of any bodily excrement or discharge, or blood. Soiled diapers shall be stored in containers separate from other waste.

441 IAC 110.8(4) Emergency Plans

441 IAC 110.8(4) Emergency Plans: plans in case of man-made or natural disaster shall be written and posted by the primary and secondary exits. The plans shall clearly map building evacuation routes and tornado and flood shelter areas.

441 IAC 110.9 Files

441 IAC 110.9(1) A provider file is maintained and shall contain the following:

441 IAC 110.9(1)"b"(2) Documentation from the department confirming the record checks required under 441 IAC 110.11(3) have been completed and authorizing or conditionally limiting the person's involvement with child care.

Findings:

441 IAC 110.7(2) Provider did not have record of substitute hours. Gave paper to record.

441 IAC 110.8(1)"i" Provider did not have sign on front door. Gave provider non smoking sign.

441 IAC 110.8(3) "d" Provider needs separate container for diapers and policy for handling bodily fluids.

441 IAC 110.9(1)"b"(2) Provider did not have documentation of record checks. Provider states she never received any paperwork back.

Suggestions/Recommendations:

Corrective Action Required:

Non-compliance with any of the mandated 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.

Please do not hesitate to contact me at DHS at 641-660-5537/nclaywe@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,

Nikki Claywell

Social Worker II

Kimberly Hahn



Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

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 877-216-8481

As you plan your future trainings to meet your 24 hours of training requirement, please remember that you can access the approved training by going to http://www.dhs.state.ia.us/Consumers/Child_Care/Professional_Development.html

You may also access 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).