

11/20/2023

Tamra Blum
206 Dunlap ST
Arcadia, IA 51430

Dear Child Care Provider:

This letter is in regards to the compliance visit at your Registered Child Development Home B conducted on 11/16/2023. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. Your home is rated a 1 on the voluntary Quality Rating and Improvement System. The following areas were out of compliance at the time of the visit:

FINDINGS: **Identify FINDINGS in each area of non-compliance.**

441 IAC 110.6 Limit. Except as provided in subrule 110.6(3), no greater number of children shall be received for care at any one time than the number authorized on the registration certificate.

441 IAC 110.7 **Provider Requirements**

441 IAC 110.7(1) The provider shall meets the following requirements:
 a. Gives careful supervision at all times.
 b. Exchange information with the parent of each child frequently to enhance the quality of care.
 c. Give consistent, dependable care and be capable of handling emergencies
 d. Be present at all times except when emergencies occur or an absence is planned, at which time care shall be provided by a department-approved substitute. When an absence is planned, the provider shall give parents at least 24 hours' prior notice.
 e. Shall be free of the use of illegal drugs and shall not be under the influence of alcohol or any of the prescription or non-prescription drug that could impair their ability to give careful supervision.

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

441 IAC 110.8(1)"a" The home shall have a nonpay, working land-line or mobile telephone with emergency numbers posted for police, fire, ambulance, and the poison information center. The number for each child's parent, for a responsible person who can be reached when the parent cannot, and for the child's physician shall be written on paper and readily accessible by the telephone. The home must prominently display all emergency information, and all travel vehicles must have a paper copy of emergency parent contact information

441 IAC 110.9 Files

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

441 IAC 110.9(4)

Children's Files. An individual file for each child shall be maintained and updated annually or when the provider becomes aware of changes. The file shall contain:

- a. Identifying information including, at a minimum, the child's name, birth date, parent's name, address, telephone number, special needs of the child, and the parent's work address and telephone number.
- b. Emergency information including, at a minimum, where the parent can be reached, the name, street address, city and telephone number of the child's regular source of health care, and the name, telephone number, and relationship to the child of another adult available in case of emergency.
- c. A signed medical consent from the parent authorizing emergency treatment.
- d. An admission physical examination report signed by a licensed physician or designee in a clinic supervised by a licensed physician
 1. The date of the physical examination shall not be more than 12 months before the child's first day of attendance at the child development home.
 2. The written report shall include past health history, status of present health, allergies and restrictive conditions, and recommendations for continued care when necessary.
 3. For a child who is five years of age or older and enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physical examination report.
 4. The examination report or statement of health status shall be on file before the child's first day of care
- e. For children under the age of 6, a statement of health condition signed by a physician or designee submitted annually from the date of the admission physical. For a child who is enrolled in school, a statement of health status signed by the parent or legal guardian may be substituted for the physician statement.
- f. For each school-age child, on the first day of attendance, documentation of a physical examination that was completed at the time of school enrollment or since.
- g. A signed and dated immunization certificate provided by the state department of public health. For the school-age child, a copy of the most recent immunization record shall be acceptable.
- h. For any child with allergies, a written emergency plan in the case of an allergic reaction. A copy of this information shall accompany the child if the child leaves the premises.
- i. Documentation that is signed by the parent and names persons authorized to pick up the child. The authorization shall include the name, telephone number, and relationship of the authorized person to the child.
- j. Written permission from the parent for the child to attend activities away from the child development home.
- k. Injury report forms documenting injuries requiring first aid or medical care
- l. If the child meets the definition of homelessness as defined by section 725(2) of the McKinney-Vento Homeless Education Assistance Act, the family shall receive a 60-day grace period to obtain medical documentation.

441 IAC 110.14**SPECIFIC REQUIREMENTS FOR CHILD DEVELOPMENT HOME CATEGORY "B"**

441 IAC 110.14(1) "a"

No more than eight children not attending kindergarten or a higher grade level shall be present at any one time

Findings:

441 IAC 110.6 Limit. Except as provided in subrule 110.6(3), no greater number of children shall be received for care at any one time than the number authorized on the registration certificate.

441 IAC 110.14(1) "a" No more than eight children not attending kindergarten or a higher grade level shall be present at any one time

****Compliance staff arrived at the childcare home and counted 10 children. Compliance staff asked questions regarding the ages of the children in care. The provider was over numbers for the preschool aged children category by having 10 preschool aged children in her care. The provider stated that a mother was on the way for two children who would be leaving for preschool. The provider stated that the mother was late, making her overnumbers because the children had not left.**

441 IAC 110.7(1) The provider shall meets the following requirements:

A. Gives careful supervision at all times.

C. Give consistent, dependable care and be capable of handling emergencies

****During the visit, the provider was very busy with the children, but struggled to maintain an appropriate level of engagement with all of the children due to the number and ages of children in the home. She did eventually get crayons and pages out for most of the children to entertain them during discussion of the compliance visit.**

441 IAC 110.8(1)"a" The number for each child's parent, for a responsible person who can be reached when the parent cannot, and for the child's physician shall be written on paper and readily accessible by the telephone.

****The provider does not have a listing of emergency numbers that is put together for the families that she works with.**

441 IAC 110.9(4) Children's Files. An individual file for each child

****The provider did not have a file for each child in care. Discussion with the provider that paperwork is needed prior or on the day the child starts in care. This is especially necessary for the provider to have all needed information regarding the child in the event of an emergency.**

The provider is in need of updated physicals and immunization records along with the intake paperwork for some of the files.

Suggestions/Recommendations:

In regards to caring for more than 8 preschool aged children, you need to immediately cease caring for more than 8 preschool aged children (0 until the first day of Kindergarten). You are caring for more than the allowed number of preschool aged children as assigned by your registered category B home. In the event that you have 8 preschool aged children, any other preschool aged child that comes, cannot stay for childcare.

In regards to the children's emergency numbers and information, while there is a form, you can use a piece of paper to have all of that contact information together and available to you if the need arises.

In regards to the files for the children in your care, please work with the families to ensure that you have all necessary paperwork at least by the start date of the child. For files of children that you have in care for over a year, ensure that you are receiving annual physical updates for preschool aged children or parent statements of health for school aged children.



Iowa Department of Health And Human Services

Kim Reynolds
Governor

Adam Gregg
Lt. Governor

Kelly K. Garcia
Director

Corrective Action Required:

A recheck of your home will be completed in the future. You will need to be in compliance for the number and ages of children as allowed by your registration certificate. In the event that your childcare continues to be over numbers, DHHS compliance staff will have to discuss if revocation is appropriate for continued non-compliance of your childcare home.

If you have any questions please contact compliance staff or your CCR&R representative Amy Brandsen at 712-579-4304.

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 712-435-0576 or sburris@dhs.state.ia.us if you have any questions regarding this letter.

Sincerely,
Stacy Burris

Social Worker II

Sheila Aunspach

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).