



Dear Prospective Child Care Provider:

This packet is being sent to you in response to your inquiry regarding Child Care Licensing. Please review this childcare information materials thoroughly. Many of the questions that you may have concerning opening a child care center will be addressed. Pay particular attention to the checklist of materials needed to license a center and the Iowa Administrative Code Chapter 441-109.

For your convenience, we have offered a resource sheet and step-by-step guide to assist your interest in opening a childcare center. Please consult local zoning and building departments as well as the Iowa Department of Inspections, Appeals, & Licensing (DIAL) before proceeding with a building purchase or lease.

After reading all of the material provided and consulting with the Iowa Department of Inspections, Appeals, & Licensing (DIAL), please use the IHHS Child Care Consultant Map to make contact with your IHHS Child Care Licensing Consultant. (If you are located in Polk County, please contact me directly to identify your consultant).

The IHHS Licensing Consultant will discuss with you the Licensing Standards and Procedures and how they will apply to you in your efforts to establish a childcare facility. The Licensing Consultant will also be available to review your floor plans and assist in developing your program.

Thank you for your interest.

Respectfully,

Todd

Todd Savage, MSW
Bureau Chief, Childcare Licensing
Division of Family Well-Being and Protection
Iowa Department of Health and Human Services
515-281-6745 Office
todd.savage@hhs.iowa.gov
HHS.iowa.gov

