

Program Inspection Licensed Day Care Programs Compliance Plan

Provider's Name: **Lil Friends Learning Center** City: **Sioux Falls** Provider Number: **018042988**
 Inspector: **Shannon Terhark** Date of Inspection: **06/22/2020** Time of Inspection: **10:30 AM**

The items listed below are those that the provider was not in compliance with at the time of the inspection.

A. Program Activities, Schedule and Environment

8. Does the program have a written daily schedule? 67:42:10:10

<p>Corrections To Be Made:</p> <p>A daily schedule is needed in the 3 Year-Old and School Age Rooms.</p> <p>***Daily schedules are posted in the classrooms.</p>	<p>Agency Action:</p> <p>Compliance Plan</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Suggested Completion Date:</td> <td style="width: 50%;">Actual Completion Date:</td> </tr> <tr> <td style="text-align: center;">06/29/2020</td> <td style="text-align: center;">07/31/2020</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	06/29/2020	07/31/2020
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06/29/2020	07/31/2020				

B. Program Practices

18. Does the facility obtain written parental consent to administer medications that includes specific dates the medication is to be administered (view info. to verify) ? 67:42:10:15

<p>Corrections To Be Made:</p> <p>The medication consent needs to include a specific timefram to administer the medications, which should not exceed a month. A new form needs to be completed each month. Several medication consent forms were observed without a parent signature. Parents need to sign each consent form.</p> <p>***The medication administration requirements were reviewed by the Director with all staff to ensure they have a clear understanding of the requirements.</p>	<p>Agency Action:</p> <p>Compliance Plan</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Suggested Completion Date:</td> <td style="width: 50%;">Actual Completion Date:</td> </tr> <tr> <td style="text-align: center;">06/22/2020</td> <td style="text-align: center;">07/31/2020</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	06/22/2020	07/31/2020
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G. Record Keeping, Posting Information and Fire & Tornado Drills

38. Does the program post in a visible location a copy of the latest Program and Facility Safety Inspections and Child Care Licensing Inspection Summary? And if on a CAP, does the program have a copy of the plan available at request? 67:42:16:17

Corrections To Be Made:	Agency Action:	
The current Program Inspection and Facility Safety Inspections need to be posted in a visible location.	Compliance Plan	
***The current inspections are posted.	Suggested Completion Date:	Actual Completion Date:
	06/29/2020	07/31/2020
	Status: Corrected	

40. Are staff records complete? 67:42:10:09 Note: Staff records are to be maintained at the facility for 6 months following the end of employment.

Corrections To Be Made:	Agency Action:	
AB - Criminal Record Check	Compliance Plan	
FC - Timely Orientation	Suggested Completion Date:	Actual Completion Date:
AG - Criminal Record Check, Timely Orientation, CPR	07/15/2020	08/03/2020
BS - Address & Phone Number, Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check, C A/N Report Statement, Timely Orientation, CPR	Status: Corrected	

41. Are children's records complete? 67:42:16:13 Note: Children's records are to be maintained at the facility for 6 months following the date care ceases.

Corrections To Be Made:

HE - Information Sheet, Emergency Contact, Emergency Permission, Immunization Records
OE - Enrollment Date, Immunization Records
CG - Enrollment Date
KM - Immunization Records
EN - Immunization Records
KN - Immunization Records
KP - Enrollment Date
PS - Enrollment Date
KU - Immunization Records
DW - Enrollment Date, Immunization Records

Agency Action:

Compliance Plan

Suggested
Completion
Date:

Actual
Completion
Date:

07/15/2020

08/17/2020

Status: **Corrected**

Breann Stiefel

06/22/2020

Shannon Terhark

06/22/2020

Provider Signature

Date

Inspector Signature

Date