

# Program Inspection Before & After School Center Compliance Plan

Provider's Name: **Beyond School Adventures-  
Austin**

City: **Vermillion**

Provider Number: **019521941**

Inspector: **Stacie Ugofsky**

Date of Inspection: **09/11/2019**

Time of Inspection: **4:32 PM**

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

## A. Program Activities, Schedule, Equipment and Supplies

2. Are activity plans in writing and posted in the facility? 67:42:14:15

### Corrections To Be Made:

**During the inspection, there was no written planned activity plan posted.**

**A planned daily and monthly activity plan must be in writing and posted throughout the facility. The activities must meet the requirements as outlined in ARSD 67:42:14:15.**

**Correction: Activity plans were developed and posted. The interim program planner will ensure that the activity plans continue to be developed and posted.**

### Agency Action:

#### Compliance Plan

Suggested  
Completion  
Date:

**09/15/2019**

Status: **Corrected**

Actual  
Completion  
Date:

**09/26/2019**

## B. Program Practices

11. Are medications stored inaccessible to children; in original container, with original label intact?  
67:42:14:24

### Corrections To Be Made:

**During the inspection, the staff were not aware of the medication administration requirements and where the medications are to be stored.**

**Staff must be aware of the medication administration regulation.**

**Correction: Staff have been trained on medication administration requirements and where medications are stored.**

### Agency Action:

#### Compliance Plan

Suggested  
Completion  
Date:

**10/01/2019**

Status: **Corrected**

Actual  
Completion  
Date:

**09/27/2019**

## G. Record Keeping, Posting Information, Fire/Tornado Drills

31. Is the program Certificate of License posted in a visible location? 26-6-13

Corrections To Be Made:	Agency Action:	
<b>The certificate of license was not posted..</b>	<b>Compliance Plan</b>	
<b>The certificate of licensed must be posted in a visible location.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: The certificate of license was posted immediately during the inspection.</b>	<b>09/11/2019</b>	<b>09/11/2019</b>
	Status: <b>Corrected Immediately</b>	

32. Does the facility have posted in a visible location a copy of the facility's latest Program \ul and\ulnone Facility Safety inspection? And if on a CAP, does facility have a copy of the plan available upon request? 67:42:16:17

Corrections To Be Made:	Agency Action:	
<b>The most current program and facility safety inspection and program information posters was not posted at the time of the inspection.</b>	<b>Compliance Plan</b>	
<b>The most current copy of the facilities latest program and facility safety inspections must be posted in a visible location.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: The interim director will ensure the most recent program and facility safety inspections and the program inspection information poster is posted.</b>	<b>10/01/2019</b>	<b>10/08/2019</b>
	Status: <b>Corrected</b>	

33. Does the program have documentation 4 fire drills and 1 tornado drill were conducted in the past year? 67:42:14:28

Corrections To Be Made:

**Staff were not aware of the emergency evacuation procedures.**

**Staff must know the emergency evacuation procedures and 4 fire, and 1 tornado drill must be conducted/documented annually.**

**Correction: A fire and tornado drill was conducted to ensure staff are aware of the emergency evacuation procedures.**

Agency Action:

**Compliance Plan**

Suggested  
Completion  
Date:

**10/01/2019**

Actual  
Completion  
Date:

**09/23/2019**

Status: **Corrected**

34. Do staff records contain all required information? 67:42:14:23 Note: staff records are to be maintained for 6 months following the end of employment.

Corrections To Be Made:

**MA - Three References, Criminal Record Check**

**JE - Three References, Criminal Record Check**

**AH - Three References, Criminal Record Check**

**KH - Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check**

**MH - Three References, Criminal Record Check**

**AH - Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check, Timely Orientation, CPR, Training**

**JL - Three References, Criminal Record Check**

**KM - Three References, Criminal Record Check, Training**

**MP - Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check**

**HS - Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check**

**PS - Criminal Record Check**

**CT - Criminal Record Check**

Agency Action:

**Compliance Plan**

Suggested  
Completion  
Date:

**10/01/2019**

Actual  
Completion  
Date:

**10/30/2019**

Status: **Corrected**

38. If records are kept at an alternative site other than where care is provided, does the facility where care is provided have at minimum a record with child's name, date of birth, allergy information, original emergency medical treatment authorization, name, address, and phone number for child's parents and emergency contact information? 67:42:14:23

Corrections To Be Made:

**Childrens record information is kept at an alternative site however children's record information was not available at Austin.**

**Children's record information must be kept on site.**

**Correction: All children's record information is available onsite.**

Agency Action:

**Compliance Plan**

Suggested  
Completion  
Date:

**10/01/2019**

Actual  
Completion  
Date:

**09/27/2019**

Status: **Corrected**

## I. Written Procedures

42. Does the program have a written emergency preparedness and response plan in place which covers all areas required to include: evacuation; relocation; shelter-in-place; lock-down procedures; procedures for communication and reunification with families; continuity of operations, children with disabilities and children with chronic medical conditions? 67:42:14:16

Corrections To Be Made:

**The written emergency preparedness plan was not developed for Austin School.**

**The written emergency preparedness plan must be developed for each site a before and after school program is located.**

**Correction: A written emergency preparedness plan that contains all information as outlined in 67:42:14:16 was developed.**

Agency Action:

**Compliance Plan**

Suggested  
Completion  
Date:

**10/01/2019**

Actual  
Completion  
Date:

**10/07/2019**

Status: **Corrected**

**Haley Molzen**

Provider Signature

**09/11/2019**

Date

**Stacie Ugofsky**

Inspector Signature

**09/11/2019**

Date