

# Program Inspection Before & After School Center Compliance Plan

Provider's Name: **Kids Konnection**

City: **Beresford**

Provider Number: **010604233**

Inspector: **Shannon Terhark**

Date of Inspection: **07/24/2019**

Time of Inspection: **11:15 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, Equipment and Supplies

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

Corrections To Be Made:

**An activity plan is not completed or posted. A weekly activity plan needs to be developed and posted.**

**\*\*\*The weekly activity plans are completed and posted on the monthly calendar.**

Agency Action:

### Compliance Plan

Suggested  
Completion  
Date:

Actual  
Completion  
Date:

**08/01/2019**

**09/06/2019**

Status: **Corrected**

6. Does the schedule appear to be appropriate to the interests of school children? 67:42:14:15

Corrections To Be Made:

**A daily schedule is not posted for the summer program.**

**\*\*\*The daily schedule is posted on the bulletin board.**

Agency Action:

### Compliance Plan

Suggested  
Completion  
Date:

Actual  
Completion  
Date:

**08/01/2019**

**09/06/2019**

Status: **Corrected**

## E. Nutrition, Snack and Meal Planning

26. If the center prepares meals, are weekly menus posted? 67:42:14:21

Corrections To Be Made:	Agency Action:	
<b>A snack schedule is not posted.</b>	<b>Compliance Plan</b>	
<b>***The snack schedule is posted on the bulletin board.</b>	Suggested Completion Date:	Actual Completion Date:
	<b>08/01/2019</b>	<b>09/06/2019</b>
	Status: <b>Corrected</b>	

### 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 is not posted.</b>	<b>Compliance Plan</b>	
<b>***The license is posted on the bulletin board.</b>	Suggested Completion Date:	Actual Completion Date:
	<b>08/01/2019</b>	<b>09/06/2019</b>
	Status: <b>Corrected</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 2018 Program Inspection and the 2018 Facility Safety Inspections are not posted.</b>	<b>Compliance Plan</b>	
<b>***The current Program and Facility Safety Inspections are posted.</b>	Suggested Completion Date:	Actual Completion Date:
	<b>08/01/2019</b>	<b>09/06/2019</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

<p>Corrections To Be Made:</p> <p><b>One fire and one tornado drill were completed in the last year. Four fire drills and one tornado drill need to be completed each year.</b></p> <p><b>***A written plan is posted on the bulletin board for the annual fire and tornado drills. The staff will sign the document after completing the drills.</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="0"> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td><b>08/01/2019</b></td> <td><b>09/06/2019</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>08/01/2019</b>	<b>09/06/2019</b>
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<b>08/01/2019</b>	<b>09/06/2019</b>				

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.

<p>Corrections To Be Made:</p> <p><b>HE - Three References, C A/N Report Statement, Timely Orientation, Training</b></p> <p><b>ME - Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check, CPR</b></p> <p><b>MG - Three References, Criminal Record Check, C A/N Report Statement, Timely Orientation, Training</b></p> <p><b>LH - Central Registry Check, Sex Offender Registry Check, Criminal Record Check, Training</b></p> <p><b>KH - Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check, C A/N Report Statement</b></p> <p><b>SK - Timely Orientation, Training</b></p> <p><b>KM - Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check</b></p> <p><b>MR - Training</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="0"> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td><b>08/24/2019</b></td> <td><b>09/06/2019</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>08/24/2019</b>	<b>09/06/2019</b>
Suggested Completion Date:	Actual Completion Date:				
<b>08/24/2019</b>	<b>09/06/2019</b>				

37. Do child records contain all required information? 67:42:16:13 Note: child records are to be retained for 6 months after the care of the child ceases.

<p>Corrections To Be Made:</p> <p>CA - Emergency Contact, Emergency Permission  EA - Emergency Contact, Emergency Permission  EB - Emergency Contact, Emergency Permission  CD - Emergency Contact, Emergency Permission  AG - Emergency Contact, Emergency Permission  TH - Emergency Contact, Emergency Permission  WJ - Emergency Contact, Emergency Permission  TK - Emergency Contact, Emergency Permission  SL - Emergency Contact, Emergency Permission  PM - Emergency Contact, Emergency Permission  KP - Emergency Contact, Emergency Permission  KP - Enrollment Date, Emergency Permission  CS - Enrollment Date, Emergency Permission  GS - Emergency Contact, Emergency Permission</p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="1"> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td><b>08/24/2019</b></td> <td><b>09/12/2019</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>08/24/2019</b>	<b>09/12/2019</b>
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<b>08/24/2019</b>	<b>09/12/2019</b>				

**H. Insurance**

39. Does the facility have documentation the program has current liability insurance coverage?  
67:42:16:16

<p>Corrections To Be Made:</p> <p><b>The current liability insurance is needed.</b></p> <p><b>***The current liability insurance was received by Child Care Services.</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="1"> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td><b>08/24/2019</b></td> <td><b>08/29/2019</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>08/24/2019</b>	<b>08/29/2019</b>
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<b>08/24/2019</b>	<b>08/29/2019</b>				

40. If the program transports children, does the facility have documentation that each vehicle used for transporting children has current liability insurance that covers the children being transported?  
67:42:16:16

Corrections To Be Made:	Agency Action:	
<b>The current vehicle insurance is needed.</b>	<b>Compliance Plan</b>	
<b>***The current vehicle insurance was received by Child Care Services.</b>	Suggested Completion Date:	Actual Completion Date:
	<b>08/24/2019</b>	<b>08/29/2019</b>
	Status: <b>Corrected</b>	

**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:	Agency Action:	
<b>The emergency preparedness plan was unable to be located at the time of the inspection.</b>	<b>Compliance Plan</b>	
<b>***The emergency preparedness plan is completed and posted on the bulletin board.</b>	Suggested Completion Date:	Actual Completion Date:
	<b>08/24/2019</b>	<b>09/06/2019</b>
	Status: <b>Corrected</b>	

Scott Klungseth  
Provider Signature

07/24/2019  
Date

Shannon Terhark  
Inspector Signature

07/24/2019  
Date