

Program Inspection Licensed Day Care Programs Compliance Plan

Provider's Name: **Boys & Girls Club of Brookings** City: **Brookings**

Provider Number: **011517176**

Inspector: **Rachel Holm** Date of Inspection: **03/18/2019**

Time of Inspection: **10:51 AM**

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

G. Record Keeping, Posting Information and Fire & Tornado Drills

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.

<p>Corrections To Be Made:</p> <p>SD - Criminal Record Check, C A/N Report Statement MF - Timely Orientation, Training BR - Timely Orientation AS - Training KW - Criminal Record Check, C A/N Report Statement</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;">04/19/2019</td> <td style="text-align: center;">04/26/2019</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	04/19/2019	04/26/2019
Suggested Completion Date:	Actual Completion Date:				
04/19/2019	04/26/2019				

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.

<p>Corrections To Be Made:</p> <p>DL - Immunization Records</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;">04/19/2019</td> <td style="text-align: center;">04/19/2019</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	04/19/2019	04/19/2019
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04/19/2019	04/19/2019				

Kelsie Kroetch

Provider Signature

03/19/2019

Date

Rachel Holm

Inspector Signature

03/19/2019

Date