

# Program Inspection Before & After School Center Compliance Plan

Provider's Name: **EmBe--LB Williams Afterschool** City: **Mitchell**

Provider Number: **014512428**

Inspector: **Deb Bigge**

Date of Inspection: **07/19/2018**

Time of Inspection: **9:04 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, Fire/Tornado Drills

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:	Agency Action:
<b>BB - Timely Orientation</b>	<b>Compliance Plan</b>
<b>JD - Timely Orientation, CPR</b>	Suggested Completion Date:
<b>JK - Timely Orientation</b>	Actual Completion Date:
<b>RK - Training</b>	<b>08/17/2018</b>
<b>CP - Three References, Timely Orientation, Training</b>	<b>09/17/2018</b>
<b>MP - Training</b>	Status: <b>Corrected</b>
<b>CW - Central Registry Check</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.

Corrections To Be Made:	Agency Action:
<b>BA - Emergency Permission</b>	<b>Compliance Plan</b>
<b>LH - Emergency Permission</b>	Suggested Completion Date:
<b>NM - Emergency Permission</b>	Actual Completion Date:
	<b>08/17/2018</b>
	<b>08/17/2018</b>
	Status: <b>Corrected</b>

**Lindsay Newkirk**

Provider Signature

**08/03/2018**

Date

**Deb Bigge**

Inspector Signature

**08/03/2018**

Date