

# Program Inspection Licensed Day Care Programs Compliance Plan

Provider's Name: **Divine Shepherd Lutheran Church/School**

City: **Black Hawk**

Provider Number: **016597928**

Inspector: **Lori Janssen**

Date of Inspection: **05/24/2018**

Time of Inspection: **12:27 PM**

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><b>AS - C A/N Report Statement</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="0"> <tr> <td style="padding-right: 20px;">Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td style="padding-right: 20px;"><b>06/10/2018</b></td> <td><b>05/24/2018</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>06/10/2018</b>	<b>05/24/2018</b>
Suggested Completion Date:	Actual Completion Date:				
<b>06/10/2018</b>	<b>05/24/2018</b>				

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><b>LP - Immunization Records LR - Immunization Records EY - Immunization Records</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table border="0"> <tr> <td style="padding-right: 20px;">Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td style="padding-right: 20px;"><b>06/10/2018</b></td> <td><b>06/07/2018</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>06/10/2018</b>	<b>06/07/2018</b>
Suggested Completion Date:	Actual Completion Date:				
<b>06/10/2018</b>	<b>06/07/2018</b>				

## H. Insurance

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

Corrections To Be Made:	Agency Action:	
<b>The Certificate of Liability on file expired March 2018. Provide Child Care Services with a current Certificate of Liability.</b>	<b>Compliance Plan</b>	
	Suggested Completion Date:	Actual Completion Date:
	<b>06/01/2018</b>	<b>06/04/2018</b>
	Status: <b>Corrected</b>	

**SUZANNE MAYER**

Provider Signature

**05/24/2018**

Date

**Lori Janssen**

Inspector Signature

**05/24/2018**

Date