

Program Inspection Before & After School Center Compliance Plan

Provider's Name: **KNOLLWOOD DISCOVERY CENTER**

City: **Rapid City**

Provider Number: **016599295**

Inspector: **Lori Janssen**

Date of Inspection: **04/01/2019**

Time of Inspection: **4:46 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, 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:
TA - Timely Orientation, CPR	Compliance Plan
	Suggested Completion Date:
	Actual Completion Date:
	04/30/2019
	05/28/2019
	Status: Corrected

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:
AC - Emergency Permission JC - Emergency Permission SC - Emergency Permission TC - Emergency Permission TC - Emergency Permission JD - Emergency Permission KJ - Emergency Permission KJ - Emergency Permission	Compliance Plan
	Suggested Completion Date:
	Actual Completion Date:
	04/30/2019
	04/23/2019
	Status: Corrected

Kaitlin Brown

Provider Signature

04/01/2019

Date

Lori Janssen

Inspector Signature

04/01/2019

Date