

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: **01/27/2020**

Time of Inspection: **2:59 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.

<p>Corrections To Be Made:</p> <p>MD - CPR</p>	<p>Agency Action:</p> <p>Compliance Plan</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;">02/18/2020</td> <td>02/14/2020</td> </tr> <tr> <td colspan="2">Status: Corrected</td> </tr> </table>	Suggested Completion Date:	Actual Completion Date:	02/18/2020	02/14/2020	Status: Corrected	
Suggested Completion Date:	Actual Completion Date:						
02/18/2020	02/14/2020						
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.

<p>Corrections To Be Made:</p> <p>AG - Emergency Permission JG - Emergency Permission PJ - Emergency Permission</p>	<p>Agency Action:</p> <p>Compliance Plan</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;">02/18/2020</td> <td>02/14/2020</td> </tr> <tr> <td colspan="2">Status: Corrected</td> </tr> </table>	Suggested Completion Date:	Actual Completion Date:	02/18/2020	02/14/2020	Status: Corrected	
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Kaitlin Brown

Provider Signature

01/27/2020

Date

Lori Janssen

Inspector Signature

01/27/2020

Date