

# Program Inspection Licensed Day Care Programs Compliance Plan

Provider's Name: **Gimme a Break**

City: **Sioux Falls**

Provider Number: **018041901**

Inspector: **Rita Trager**

Date of Inspection: **04/05/2018**

Time of Inspection: **1:30 PM**

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

## A. Program Activities, Schedule and Environment

2. Are activity plans developed and implemented that offer a variety of activities to meet the needs of various age groups? 67:42:10:10

Corrections To Be Made:

**Need to develop an activity plan for the center.**

Agency Action:

### Compliance Plan

Suggested  
Completion  
Date:

**05/05/2018**

Actual  
Completion  
Date:

**05/08/2018**

Status: **Corrected**

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

39. Does the program have documentation 4 fire drills and 1 tornado drill were conducted in the past year?  
67:42:10:18

Corrections To Be Made:

**Need documentation of two fire drills.**

Agency Action:

**Compliance Plan**

Suggested  
Completion  
Date:

**05/05/2018**

Actual  
Completion  
Date:

**04/21/2018**

Status: **Corrected**

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.

Corrections To Be Made:

**SA - Training**  
**LB - Training**  
**SC - Central Registry Check, Criminal Record Check, Timely Orientation, CPR, Training**  
**AC - Central Registry Check, Criminal Record Check**  
**EH - Training**  
**TJ - Three References, C A/N Report Statement, Timely Orientation, Training**  
**SP - Training**  
**JS - Central Registry Check, Criminal Record Check, Timely Orientation, Training**  
**JS - Central Registry Check, Timely Orientation, CPR, Training**  
**VS - Criminal Record Check, Training**  
**BS - Training**  
**SS - Criminal Record Check, Training**

Agency Action:

**Compliance Plan**

Suggested  
Completion  
Date:

**05/05/2018**

Actual  
Completion  
Date:

**05/08/2018**

Status: **Corrected**

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.

Corrections To Be Made:

**LJ - Immunization Records**  
**SR - Emergency Contact**

Agency Action:

**Compliance Plan**

Suggested  
Completion  
Date:

**05/05/2018**

Actual  
Completion  
Date:

**05/08/2018**

Status: **Corrected**

## I. Written Procedures

44. Does the program have a written emergency preparedness and response plan in place which covers all areas required to include: evacuation; relocation; shelter-in-place; lock-down procedures; procedures for communication & reunification with families; continuity of operations; accommodation of infants & toddlers; children with disabilities & children with chronic medical conditions? 67:42:10:10

Corrections To Be Made:

**EPP to include information regarding children and staff with disabilities and chronic medical conditions. All staff need to review EPP and be aware where to locate it.**

Agency Action:

### Compliance Plan

Suggested  
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**05/05/2018**

Actual  
Completion  
Date:

**05/08/2018**

Status: **Corrected**

## J. Written Program Policies

61. Policies related to an emergency preparedness and response plan? 67:42:10:10

Corrections To Be Made:

Agency Action:

### Compliance Plan

Suggested  
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**05/05/2018**

Actual  
Completion  
Date:

**05/08/2018**

Status: **Corrected**

66. Policies related to requirement for reporting changes or circumstances, within 24 hours, which may affect ability to comply with licensing rules i.e. new program location, building renovations or remodeling, suspected in-house child abuse or neglect, ownership change, employee felony convictions or new director? 67:42:10:10

Corrections To Be Made:

Agency Action:

**Compliance Plan**

Suggested  
Completion  
Date:

Actual  
Completion  
Date:

**05/05/2018**

**05/08/2018**

Status: **Corrected**

72. Policies related to requirement that no staff member's name will be located on the Sex Offender Registry? 67:42:10:10

Corrections To Be Made:

Agency Action:

**Compliance Plan**

Suggested  
Completion  
Date:

Actual  
Completion  
Date:

**05/05/2018**

**05/08/2018**

Status: **Corrected**

**Brianna Savtos**

Provider Signature

**04/05/2018**

Date

**Rita Trager**

Inspector Signature

**04/05/2018**

Date