

Program Inspection Licensed Day Care Programs Compliance Plan

Provider's Name: **Little Tykes University
Preschool**

City: **Sioux Falls**

Provider Number: **018042730**

Inspector: **Stacie Ugofsky**

Date of Inspection: **03/12/2019**

Time of Inspection: **10:32 AM**

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

E. Nutrition and Meal Planning

33. Is a weekly menu posted that records actual food served? 67:42:10:13

Corrections To Be Made:	Agency Action:	
Weekly menu must be posted.	Compliance Plan	
Correction: The weekly menu was developed and posted.	Suggested Completion Date:	Actual Completion Date:
	03/12/2019	04/04/2019
	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:	Agency Action:	
4 fire and 1 tornado drill must be documented annually.	Compliance Plan	
Correction: Documentation for 4 fire and 1 tornado drills conducted in 2018 was provided to CCS.	Suggested Completion Date:	Actual Completion Date:
	04/01/2019	04/09/2019
	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:	Agency Action:	
DB - Address & Phone Number, Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check, C A/N Report Statement	Compliance Plan	
BP - Address & Phone Number, Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check, C A/N Report Statement	Suggested Completion Date:	Actual Completion Date:
BP - Address & Phone Number, Three References, C A/N Report Statement, Timely Orientation, CPR	04/01/2019	05/01/2019
CP - CPR, Training	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:	Agency Action:	
ZF - Immunization Records	Compliance Plan	
PL - Immunization Records	Suggested Completion Date:	Actual Completion Date:
EM - Immunization Records	04/01/2019	05/01/2019
ZN - Emergency Contact	Status: Corrected	
HP - Immunization Records		
KV - Immunization Records		
CW - Immunization Records		
MW - Immunization Records		
NW - Immunization Records		

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:	
Current liability insurance must be submitted.	Compliance Plan	
Documentation for current liability insurance coverage was provided to CCS.	Suggested Completion Date:	Actual Completion Date:
	04/01/2019	04/09/2019
	Status: Corrected	

I. Written Procedures

45. Does the program provide a written Staff Training Plan? 67:42:10:06

Corrections To Be Made:	Agency Action:	
The written staff training plan for 2019 must be developed to ensure staff members have a plan to complete 10 hours of training annually.	Compliance Plan	
Correction: A written staff training plan was developed.	Suggested Completion Date:	Actual Completion Date:
	04/01/2019	04/04/2019
	Status: Corrected	

J. Written Program Policies

49. Policies related to ability or inability to make refunds or credits? 67:42:10:10

Corrections To Be Made:	Agency Action:	
Policy must outline the programs ability/inability to make refunds/credits.	Compliance Plan	
The written policies were updated and includes all information required by ARSD 67:42:10:10.	Suggested Completion Date:	Actual Completion Date:
	04/01/2019	04/09/2019
	Status: Corrected	

53. Policies related to requirement for storage and administration of medication, including having written parent consent and documentation procedures? 67:42:10:10

Corrections To Be Made:	Agency Action:	
The policy for medication storage must outline that medications will be stored inaccessible to children.	Compliance Plan	
The written policies were updated and includes all information required by ARSD 67:42:10:10.	Suggested Completion Date:	Actual Completion Date:
	04/01/2019	04/09/2019
	Status: Corrected	

55. Policies related to requirement for time meals and snacks are served? 67:42:10:10

Corrections To Be Made:	Agency Action:	
The policy must outline the meals/snacks served and the time of day each meal/snack is served.	Compliance Plan	
The written policies were updated and includes all information required by ARSD 67:42:10:10.	Suggested Completion Date:	Actual Completion Date:
	04/01/2019	04/09/2019
	Status: Corrected	

56. Policies related to requirement for center's position on meals, snacks, or formula brought from home? 67:42:10:10

Corrections To Be Made:	Agency Action:	
The policy must outline the requirement for the center's position on meals, snacks brought from home.	Compliance Plan	
The written policies were updated and includes all information required by ARSD 67:42:10:10.	Suggested Completion Date:	Actual Completion Date:
	04/01/2019	04/09/2019
	Status: Corrected	

59. Policies related to requirement for prevention of shaken baby syndrome and abusive head trauma? 67:42:10:10

Corrections To Be Made:	Agency Action:	
The policy must outline the requirement for prevention of shaken baby syndrome and abusive head trauma.	Compliance Plan	
The written policies were updated and includes all information required by ARSD 67:42:10:10.	Suggested Completion Date:	Actual Completion Date:
	04/01/2019	04/09/2019
	Status: Corrected	

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

Corrections To Be Made:	Agency Action:	
The policy must outline that the program has an emergency preparedness and response plan developed.	Compliance Plan	
The written policies were updated and includes all information required by ARSD 67:42:10:10.	Suggested Completion Date:	Actual Completion Date:
	04/01/2019	04/09/2019
	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:	
The policy must outline that the change of circumstances will be reported to CCS within 24 hours.	Compliance Plan	
The written policies were updated and includes all information required by ARSD 67:42:10:10.	Suggested Completion Date:	Actual Completion Date:
	04/01/2019	04/09/2019
	Status: Corrected	

K. Day Care Staff Qualifications

73. Does the individual responsible for planning and implementing the program and staff supervision, meet the educational requirements? 67:42:10:02.01

<p>Corrections To Be Made:</p> <p>This program does not have an individual on staff that meets the requirements outlined in rule. Owner can renew his CDA credential or hire a person who meets this requirement.</p> <p>Correction: The owner renewed his CDA and provided documentation to CCS.</p>	<p>Agency Action:</p> <p>Compliance Plan</p> <table> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td>04/01/2019</td> <td>04/17/2019</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	04/01/2019	04/17/2019
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04/01/2019	04/17/2019				

Miscellaneous Rule Violations

67:42:11:44 - Pets.

<p>Corrections To Be Made:</p> <p>Current immunizations for the dog must be submitted to CCS.</p> <p>Correction: Current immunizations for the dog was submitted to CCS.</p>	<p>Agency Action:</p> <p>Compliance Plan</p> <table> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td>04/01/2019</td> <td>04/09/2019</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	04/01/2019	04/09/2019
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04/01/2019	04/09/2019				

Corri Poore
 Provider Signature

03/12/2019
 Date

Stacie Ugofsky
 Inspector Signature

03/12/2019
 Date