

# Program Inspection Licensed Day Care Programs Compliance Plan

Provider's Name: **Lil' Hands Lil' Feet, Inc.**

City: **Sioux Falls**

Provider Number: **018042824**

Inspector: **Rita Trager**

Date of Inspection: **02/21/2020**

Time of Inspection: **8:39 AM**

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>AA - CPR, Training</b>  <b>NA - Three References, Timely Orientation, Training</b>  <b>JC - Timely Orientation, CPR, Training</b>  <b>DC - Training</b>  <b>AI - Criminal Record Check, Timely Orientation, CPR, Training</b>  <b>AS - Timely Orientation, CPR, Training</b>  <b>KV - Central Registry Check, Sex Offender Registry Check, Criminal Record Check, Timely Orientation, CPR, Training</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>03/21/2020</b></td> <td><b>06/24/2020</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>03/21/2020</b>	<b>06/24/2020</b>
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<b>03/21/2020</b>	<b>06/24/2020</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>JD - Emergency Permission, Immunization Records</b>  <b>AE - Emergency Permission</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>03/21/2020</b></td> <td><b>03/18/2020</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>03/21/2020</b>	<b>03/18/2020</b>
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<b>03/21/2020</b>	<b>03/18/2020</b>				

## J. Written Program Policies

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:	
<b>Policies to be updated.</b> <b>*Update received on 03/03/20</b>	<b>Compliance Plan</b>	
	Suggested Completion Date:	Actual Completion Date:
	<b>03/21/2020</b>	<b>03/03/2020</b>
	Status: <b>Corrected</b>	

67. Policies related to requirements for each child care worker to be at least 18 years of age and supervised by director/program planner; and secondary child care workers must be at least 14 years of age and work under the direct and constant supervision of an adult? 67:42:10:10

Corrections To Be Made:	Agency Action:	
<b>Policies to be updated</b> <b>*Update received on 03/03/20</b>	<b>Compliance Plan</b>	
	Suggested Completion Date:	Actual Completion Date:
	<b>03/21/2020</b>	<b>03/03/2020</b>
	Status: <b>Corrected</b>	

68. Policies related to requirement for describing that the person who plans center programming has specific education and experience? 67:42:10:10

Corrections To Be Made:	Agency Action:	
<b>Policies to be updated</b> <b>*Update received on 03/03/20</b>	<b>Compliance Plan</b>	
	Suggested Completion Date:	Actual Completion Date:
	<b>03/21/2020</b>	<b>03/03/2020</b>
	Status: <b>Corrected</b>	

69. Policy related to requiring volunteers used to fill staff member positions, to meet the requirements for the position they are filling? 67:42:10:10

Corrections To Be Made:	Agency Action:	
<b>Policies to be updated</b> <b>*Update received on 03/03/20</b>	<b>Compliance Plan</b>	
	Suggested Completion Date:	Actual Completion Date:
	<b>03/21/2020</b>	<b>03/03/2020</b>
	Status: <b>Corrected</b>	

70. Policies related to requirement that no staff member or volunteer will have a substantiated report of child abuse or neglect? 67:42:10:10

Corrections To Be Made:	Agency Action:	
<b>Policies to be updated</b> <b>*Update received on 03/03/20</b>	<b>Compliance Plan</b>	
	Suggested Completion Date:	Actual Completion Date:
	<b>03/21/2020</b>	<b>03/03/2020</b>
	Status: <b>Corrected</b>	

71. Policies related to requirement that no staff member will have a conviction of a felony within the past five years, a sex offense, a crime of violence, or a crime against children? 67:42:10:10

<p>Corrections To Be Made:</p> <p><b>Policies to be updated</b>  <b>*Update received on 03/03/20</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td><b>03/21/2020</b></td> <td><b>03/03/2020</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>03/21/2020</b>	<b>03/03/2020</b>
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72. Policies related to requirement that no staff member's name will be located on the Sex Offender Registry? 67:42:10:10

<p>Corrections To Be Made:</p> <p><b>Policies to be updated</b>  <b>*Update received on 03/03/20</b></p>	<p>Agency Action:</p> <p><b>Compliance Plan</b></p> <table> <tr> <td>Suggested Completion Date:</td> <td>Actual Completion Date:</td> </tr> <tr> <td><b>03/21/2020</b></td> <td><b>03/03/2020</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>03/21/2020</b>	<b>03/03/2020</b>
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**Brenda White**  
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 Provider Signature

**02/21/2020**  
 \_\_\_\_\_  
 Date

**Rita Trager**  
 \_\_\_\_\_  
 Inspector Signature

**02/21/2020**  
 \_\_\_\_\_  
 Date