

# Program Inspection Licensed Day Care Programs Compliance Plan

Provider's Name: **St. Agnes Red and Gold**

City: **Vermillion**

Provider Number: **019524365**

Inspector: **Stacie Ugofsky**

Date of Inspection: **09/11/2019**

Time of Inspection: **10:15 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

<p>Corrections To Be Made:</p> <p><b>A weekly snack menu was not posted at the time of the inspection.</b></p> <p><b>Weekly menus must be posted.</b></p> <p><b>Correction: A monthly snack menu was developed and is posted.</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>09/15/2019</b></td> <td><b>09/26/2019</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>09/15/2019</b>	<b>09/26/2019</b>
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<b>09/15/2019</b>	<b>09/26/2019</b>				

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

38. Does the program post in a visible location a copy of the latest Program and Facility Safety Inspections and Child Care Licensing Inspection Summary? And if on a CAP, does the program have a copy of the plan available at request? 67:42:16:17

Corrections To Be Made:	Agency Action:	
<b>The program and facility safety inspections and the program inspection information poster were not posted at the time of the inspection.</b>	<b>Compliance Plan</b>	
<b>The latest inspection reports and the program inspection information poster must be posted.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: The director will ensure that the most current program and facility safety inspections and the program inspection information poster are always posted in a visible location</b>	<b>10/01/2019</b>	<b>09/26/2019</b>
	Status: <b>Corrected</b>	

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:	
<b>TA - Timely Orientation, CPR</b>	<b>Compliance Plan</b>	
<b>AF - Criminal Record Check, Timely Orientation, Training</b>	Suggested Completion Date:	Actual Completion Date:
<b>SK - Timely Orientation</b>	<b>10/01/2019</b>	<b>10/08/2019</b>
<b>JM - Timely Orientation, Training</b>	Status: <b>Corrected</b>	
<b>GM - Criminal Record Check, Timely Orientation, CPR</b>		
<b>SM - Three References, Sex Offender Registry Check, Criminal Record Check</b>		
<b>RR - Timely Orientation, CPR, Training</b>		
<b>ES - Timely Orientation, CPR</b>		
<b>SS - Central Registry Check, Criminal Record Check</b>		
<b>GT - Central Registry Check, Sex Offender Registry Check, Criminal Record Check</b>		
<b>HW - Central Registry Check, Criminal Record Check, Timely Orientation, CPR, Training</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.

Corrections To Be Made:	Agency Action:	
<b>DD - Emergency Contact</b>	<b>Compliance Plan</b>	
<b>EL - Immunization Records</b>	Suggested Completion Date:	Actual Completion Date:
<b>CM - Immunization Records</b>	<b>10/01/2019</b>	<b>09/26/2019</b>
	Status: <b>Corrected</b>	

## 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:	Agency Action:	
<b>The written emergency preparedness plan is not up to date with the new director contact information.</b>	<b>Compliance Plan</b>	
<b>The written emergency preparedness and response plan must be in place and outline accurate information as outlined in the regulation.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: The written emergency preparedness plan was developed and includes all information as outlined in ARSD 67:42:10:10.</b>	<b>10/01/2019</b>	<b>09/26/2019</b>
	Status: <b>Corrected</b>	

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

Corrections To Be Made:	Agency Action:	
<b>A written training plan was not developed.</b>	<b>Compliance Plan</b>	
<b>A written training plan must be developed for 2018-2019 to ensure staff have available resources.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: A written training plan was developed and submitted to Child Care Services.</b>	<b>10/01/2019</b>	<b>09/26/2019</b>
	Status: <b>Corrected</b>	

## J. Written Program Policies

47. Policies related to termination of care requirements? 67:42:10:10

Corrections To Be Made:	Agency Action:	
<b>The written policies do not outline the termination of care requirements.</b>	<b>Compliance Plan</b>	
<b>The written policies must contain all information as outlined in ARSD 67:42:10:10.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: The written policies have been updated to include all information as outlined in ARSD 67:42:10:10.</b>	<b>10/01/2019</b>	<b>09/26/2019</b>
	Status: <b>Corrected</b>	

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

Corrections To Be Made:	Agency Action:	
<b>The written policies do not outline the emergency preparedness and response plan.</b>	<b>Compliance Plan</b>	
<b>The written policies must contain all information as outlined in ARSD 67:42:10:10.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: The written policies have been updated to include all information as outlined in ARSD 67:42:10:10.</b>	<b>10/01/2019</b>	<b>09/26/2019</b>
	Status: <b>Corrected</b>	

62. Policies related to requirement for handling and storage of hazardous material and the disposal of bio contaminants? 67:42:10:10

Corrections To Be Made:	Agency Action:	
<b>The written policies must outline the requirement for handling and storing hazardous materials and disposal of bio contaminants.</b>	<b>Compliance Plan</b>	
<b>The written policies must contain all information as outlined in ARSD 67:42:10:10.</b>	Suggested Completion Date:	Actual Completion Date:
<b>Correction: The written policies have been updated to include all information as outlined in ARSD 67:42:10:10.</b>	<b>10/01/2019</b>	<b>09/26/2019</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>The policy must outline 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.</b></p> <p><b>The written policies must contain all information as outlined in ARSD 67:42:10:10.</b></p> <p><b>Correction: The written policies have been updated to include all information as outlined in ARSD 67:42:10:10.</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>10/01/2019</b></td> <td><b>09/26/2019</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>10/01/2019</b>	<b>09/26/2019</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>The policies must outline that no staff members name will be located on the sex offender registry.</b></p> <p><b>The written policies must contain all information as outlined in ARSD 67:42:10:10.</b></p> <p><b>Correction: The written policies have been updated to include all information as outlined in ARSD 67:42:10:10.</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>10/01/2019</b></td> <td><b>09/26/2019</b></td> </tr> </table> <p>Status: <b>Corrected</b></p>	Suggested Completion Date:	Actual Completion Date:	<b>10/01/2019</b>	<b>09/26/2019</b>
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Tammy Assmus  
Provider Signature

09/11/2019  
Date

Stacie Ugofsky  
Inspector Signature

09/11/2019  
Date