

Program Inspection Before & After School Center Compliance Plan

Provider's Name: **Holy Cross Lutheran Church
OST**

City: **Dakota Dunes**

Provider Number: **019524980**

Inspector: **Shannon Terhark**

Date of Inspection: **09/09/2020**

Time of Inspection: **3:28 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

33. Does the program have documentation 4 fire drills and 1 tornado drill were conducted in the past year?
67:42:14:28

<p>Corrections To Be Made:</p> <p>One fire drill was completed last year. Four fire drills are required each year. The Provider has a clear understanding of the requirements, The program will conduct a fire drill no later than 9/18/20.</p> <p>***A fire drill was conducted on 9/9/20.</p>	<p>Agency Action:</p> <p>Compliance Plan</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Suggested Completion Date:</td> <td style="width: 50%;">Actual Completion Date:</td> </tr> <tr> <td style="text-align: center;">09/18/2020</td> <td style="text-align: center;">09/09/2020</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	09/18/2020	09/09/2020
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09/18/2020	09/09/2020				

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>JD - Timely Orientation JN - Central Registry Check, Sex Offender Registry Check, Criminal Record Check</p>	<p>Agency Action:</p> <p>Compliance Plan</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Suggested Completion Date:</td> <td style="width: 50%;">Actual Completion Date:</td> </tr> <tr> <td style="text-align: center;">09/30/2020</td> <td style="text-align: center;">09/30/2020</td> </tr> </table> <p>Status: Corrected</p>	Suggested Completion Date:	Actual Completion Date:	09/30/2020	09/30/2020
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Joey Briggs

Provider Signature

09/09/2020

Date

Shannon Terhark

Inspector Signature

09/09/2020

Date