

Date Issued	March 21, 2025	Status	Closed
Provider Name	<u>Boys & Girls Club of Brookings</u>		
Provider ID	<u>011517176</u>		
Provider Address	<u>1126 Southland Ln, Brookings, SD 57006, USA</u>		
Provider Contact	<u>Amy Overby</u>		

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

Compliance Plan Action #1

Administrative Rule:

67:42:17:42

A provider shall maintain a record for each child that includes:

- (1) The child's name and date of birth;
- (2) The parent or guardian's name and telephone number;
- (3) An emergency contact name and telephone number;
- (4) Parental permission for emergency medical treatment;
- (5) The names of individuals authorized to pick up the child;
- (6) Health information, including any allergies or special needs;
- (7) A current immunization record or, for a school-age program, the name of the child's school;
- (8) Parental permission for medication;
- (9) The child's attendance records;
- (10) The date of the child's enrollment; and
- (11) The date on which the child's enrollment ends.

The provider shall annually review and update each record required under this section, and make the child's record available to the department, upon request.

Summary of Non-Compliance Finding:

At time of inspection, 1 child record was missing required information.

Corrections to be Made:

A provider shall maintain a record for each child that includes (1) The child's name and date of birth; (2) The parent or guardian's name and telephone number; (3) An emergency contact name and telephone number; (4) Parental permission for emergency medical treatment; (5) The names of individuals authorized to pick up the child; (6) Health information, including any allergies or special needs; (7) A current immunization record or, for a school-age program, the name of the child's school; (8) Parental permission for medication; (9) The child's attendance records; (10) The date of the child's enrollment; and (11) The date on which the child's enrollment ends. The provider shall annually review and update each record required under this section, and make the child's record available to the department, upon request.

Corrections Made:

Verification received from provider with verification that child record has been updated with required information.

Anticipated Completion Date:

Date Completed:

Your signature below certifies you have read and understand the non-compliance findings and agree to make corrections to be compliant with the identified administrative rules.

Amy Overby

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

March 21, 2025

Date

The Department of Social Services, Office of Licensing and Accreditation has reviewed and accepted the above plan.

Ambuer Jaacks

Printed Name of DSS Staff



3/21/2025, 11:25:03 AM

Signature of DSS Staff:

March 21, 2025

Date