

Date Issued	April 15, 2025	Status	Closed
Provider Name	MILBANK OST PROGRAM		
Provider ID	010501835		
Provider Address	507 S 9th St, Milbank, SD 57252, USA		
Provider Contact	Kellie Christians		

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:

67:42:17:43

A provider shall have:

- (1) A written emergency preparedness and response plan for emergencies resulting from a natural disaster or a man-caused event;
- (2) A written plan for evacuation, relocation, shelter-in-place, or a lock-down, that includes accommodations for infants, toddlers, and children with disabilities or medical conditions;
- (3) A written procedure for communication and reunification with parents; and
- (4) A written procedure for the continuity of operations.

A provider shall practice the evacuation, shelter-in-place, and lock down procedures, outlined in the emergency preparedness and response plan, at least twice each calendar year. The provider shall document the dates on which the procedures are practiced. A provider shall communicate the emergency preparedness and response plan to each individual at the time the individual begins employment. Except for family day care, all child care providers shall have liability insurance. Proof of current liability insurance shall be made available to the department, upon request.

Summary of Non-Compliance Finding:

At time of inspection, provider had documentation of completing 1 of each required drill.

Corrections to be Made:

A provider shall practice the evacuation, shelter-in-place, and lock down procedures, outlined in the emergency preparedness and response plan, at least twice each calendar year. The provider shall document the dates on which the procedures are practiced.

Corrections Made:

Verification received on 3/27/25 that program completed an additional fire, tornado, and lock down drill.

Anticipated Completion Date:
April 15, 2025

Date Completed:
April 15, 2025

Compliance Plan Action #2

Administrative Rule:

67:42:17:15

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

- (1) The employee's name and date of birth;

- (2) The dates on which the employee began and ended employment;
- (3) Documentation of orientation and ongoing annual training, if the employee provides direct care and supervision of children;
- (4) A statement that:
 - (4a) Defines child abuse and neglect;
 - (4b) Sets forth the employee's responsibility to report all incidents of child abuse or neglect in accordance with SDCL 26-8A-3 and 26-8A-8; and
 - (4c) Is signed by the employee; and
- (5) The results of the background check.

All records required by this section must be reviewed and updated at least annually by the provider, made available to the department for verification of the contents, and retained by the provider for six months after the employee leaves the program.

Summary of Non-Compliance Finding:

At time of inspection, 5 staff files were missing required information.

Corrections to be Made:

A child care provider shall maintain a record for each employee with required documents as stated in ARSD 67:42:17:15.

Corrections Made:

Verification received that 3 staff files are updated with required documentation. Provider has agreed that the remaining 2 staff will not work in a caregiving role until their files are completed with required documentation.

Anticipated Completion Date:

April 15, 2025

Date Completed:

April 15, 2025

Compliance Plan Action #3

Administrative Rule:

67:42:17:45

The following requirements apply to the transportation of a child:

- (1) A parent or guardian shall provide written permission for the transportation of their child;
- (2) The vehicle may not carry more people than its passenger capacity, as stated on the label affixed to the vehicle under 49 C.F.R. Parts 567 and 568, in effect on March 9, 2022;
- (3) The required staff-child ratio must be maintained when children are being transported;
- (4) The driver must be at least eighteen years of age and have a driver license to operate the vehicle being driven;
- (5) When a child is being transported in a vehicle other than a bus, the child must be restrained in a car seat, booster seat, or seat belt appropriate for the child's weight and age; and
- (6) Proof of liability insurance must be provided to the department, upon request, for any vehicle used for transporting children.

Summary of Non-Compliance Finding:

At time of inspection, 4 child files were missing permission from parents for program to provide transportation.

Corrections to be Made:

A parent or guardian shall provide written permission for the transportation of their child.

Corrections Made:

Verification received on 3/27/25 that child records contain written permission from parents to transport their child.

Anticipated Completion Date:
April 15, 2025

Date Completed:
April 15, 2025

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.

Kellie Christians

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

April 15, 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



4/14/2025, 4:19:36 PM

Signature of DSS Staff:

April 14, 2025

Date