

Date Issued	April 15, 2025	Status	Closed
Provider Name	HORACE MANN DISCOVERY CENTER		
Provider ID	016599285		
Provider Address	902 Anamosa St, Rapid City, SD 57701, USA		
Provider Contact	Kellsie Judge		

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:

67:42:17:15

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:

Program has three employee records that are missing required information.

Corrections to be Made:

Program will submit the items that are missing from the three employee records to the Office of Licensing & Accreditation.

Corrections Made:

Program submitted missing items for two of the employees, the other employee no longer is employed.

Anticipated Completion Date:

April 15, 2025

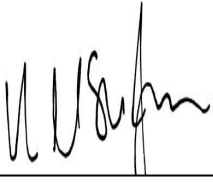
Date Completed:

May 07, 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.

Kellsie Judge

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.

Andrea Neff

Printed Name of DSS Staff



Signature of DSS Staff:

May 16, 2025

Date

5/16/2025, 7:48:36 AM