

Date Issued	May 16, 2025	Status	Closed
Provider Name	SOUKUP, JENNIFER		
Provider ID	018041775		
Provider Address	107 Grant Ave, Wagner, SD 57380, USA		
Provider Contact	JENNIFER SOUKUP		

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:

Updated information is needed for one child file.

Corrections to be Made:

Current information must be on file for all children.

Corrections Made:

Verification of the updated information was received.

Anticipated Completion Date:
May 27, 2025

Date Completed:
June 09, 2025

Compliance Plan Action #2

Administrative Rule:

67:42:17:18

All providers must obtain annual training in the topic areas identified in 45 C.F.R. § 98.41, in effect on September 30, 2016, or as identified by the department. Training must be documented and relevant to the provider's position as

determined by the department. Training may include on-site or online classes. Pediatric cardiopulmonary resuscitation renewal may not be included in annual training. Each director and provider of center and school-age programs counted in staff-child ratios shall complete ten hours of annual training. Each provider of family day care counted in staff-child ratios shall complete six hours of annual training. Orientation training hours qualify as annual training hours for each provider in the year the training was completed. Every five years, all providers shall complete additional, advanced training in each of the training areas listed in § 67:42:17:17.

Summary of Non-Compliance Finding:

Training information was not available at the time of inspection.

Corrections to be Made:

Verification of six hours of training completed in the last training year is needed.

Corrections Made:

Verification of eight hours of training completed within the past year was received.

Anticipated Completion Date:
May 27, 2025

Date Completed:
May 16, 2025

Compliance Plan Action #3

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:

One tornado/shelter-in-place and no lockdown drills were completed within the past year.

Corrections to be Made:

A tornado and a lockdown drill will be completed within a month.

Corrections Made:

Verification of completed drills was received.

Anticipated Completion Date:
June 13, 2025

Date Completed:
June 09, 2025

Compliance Plan Action #4

Administrative Rule:

67:42:17:44

All toxic or hazardous substances must be:

- (1) Inaccessible to children;
- (2) Used according to manufacturer's instructions;
- (3) Stored in the original or other labeled container; and
- (4) Disposed of according to manufacturer recommendations.

Bio-contaminants must be handled and disposed of properly. Soiled diapers must be changed promptly, in a designated area, on a non-porous surface. The diaper changing area must be clean and disinfected with a sanitizing solution approved by the department. Soiled diapers must be kept in a leakproof, nonabsorbent container that is covered with a tight-fitting lid.

Summary of Non-Compliance Finding:

Hazardous cleaning supplies are accessible to children under the kitchen sink.

Corrections to be Made:

The supplies must be inaccessible to children.

Corrections Made:

Verification was received that the cleaning supplies were moved to an inaccessible location on 05/13/2025.

Anticipated Completion Date:

May 16, 2025

Date Completed:

May 16, 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.

Jennifer Soukup

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

May 16, 2025

Date

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

Deb Bigge

Printed Name of DSS Staff



5/14/2025, 3:04:38 PM

Signature of DSS Staff:

May 13, 2025

Date