

Date Issued	June 06, 2025	Status	Closed
Provider Name	LYNDSAY POLZIN		
Provider ID	2045049139		
Provider Address	6418 Greenfield Dr, Rapid City, SD 57703, USA		
Provider Contact	Lyndsay Polzin		

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:

Three child records were missing required information.

Provider did not have attendance records for children in care.

Corrections to be Made:

Provider will obtain the missing required information and submit it to the Office of Licensing & Accreditation.

Provider will create and utilize an attendance record for children in care and submit to the Office of Licensing & Accreditation.

Corrections Made:

Provider submitted to the Office of Licensing & Accreditation the missing child information and is utilizing an attendance record for children.

Anticipated Completion Date:

June 07, 2025

Date Completed:

June 10, 2025

Compliance Plan Action #2

Administrative Rule:

67:42:17:24

Before a child may be admitted to a registered or licensed day care provider, the provider must require the child's parent or guardian to submit a statement, signed by a licensed physician, physician's assistant, certified nurse practitioner, or community health nurse, or an immunization record from the South Dakota Immunization Information System, showing that the child meets the minimum immunization requirements according to 45 C.F.R. § 98.41(a)(1)(i)(A), in effect on September 30, 2016. The provider shall ensure that immunizations of all children are current. For children who begin the series late or are more than one month behind in immunizations, the documentation must show progress toward achieving immunization requirements, as determined by a licensed physician, or other licensed practitioner. A grace period may be approved by the department for a child experiencing homelessness or a child in foster care. A child is exempt from meeting the minimum age-specific immunization levels if: (1) The child's parent or guardian has certification from a licensed physician, or other licensed practitioner, stating that the physical condition of the child is such that an immunization would endanger the child's life or health; or (2) The child's parent or guardian has signed a written statement that the child is an adherent to a religious doctrine whose teachings are opposed to such immunizations. If a child becomes ill while at a day care, the provider must separate the child from other children and notify the child's parents. If any child in the program contracts a communicable disease, the provider must notify the Department of Health. The program provider shall follow the Department of Health's recommendations for addressing a situation involving a communicable disease. To prevent the spread of an infestation or infectious disease, a program shall provide an individual storage unit or container for each child's personal articles.

Summary of Non-Compliance Finding:

Provider did not have her child's immunizations available during the inspection.

Corrections to be Made:

Provider will submit a current immunization record for her child to the Office of Licensing & Accreditation.

Corrections Made:

Provider submitted current immunizations for her child to the Office of Licensing & Accreditation.

Anticipated Completion Date:

June 07, 2025

Date Completed:

June 09, 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:

Provider did not have a complete emergency preparedness and response plan.

Corrections to be Made:

Provider will complete the emergency preparedness and response plan and submit to the Office of Licensing & Accreditation.

Corrections Made:

Provider submitted a complete emergency preparedness and response plan to the Office of Licensing & Accreditation.

Anticipated Completion Date:

June 07, 2025

Date Completed:

June 10, 2025

Compliance Plan Action #4

Administrative Rule:

67:42:17:30

Providers shall post a weekly menu that indicates meals and snacks to be served that week.

Summary of Non-Compliance Finding:

Provider did not have a menu posted that indicates meals and snacks to be served.

Corrections to be Made:

Provider will create a menu and post it weekly to indicate meals and snacks to be served. Provider will submit a menu to the Office of Licensing and Accreditation.

Corrections Made:

Provider submitted weekly menu with meals and snacks to be served.

Anticipated Completion Date:

June 07, 2025

Date Completed:

June 09, 2025

Compliance Plan Action #5

Administrative Rule:

67:42:17:37

Center and school-age programs operating outside of a school building shall follow applicable construction and fire safety requirements, as outlined in chapters 61:15:05 and 61:15:06. School-age programs operating in a school building shall follow applicable construction and fire safety requirements, as outlined in chapters 61:15:01, 61:15:02, and 61:15:07.

A family day care home must have the following fire safety measures in place:

- (1) A working smoke detector must be located on each level of the home;
- (2) A fully charged, portable fire extinguisher, with a minimum 2A rating, as identified on the extinguisher label, must be kept in or within fifteen feet of the kitchen or food preparation area;
- (3) A carbon monoxide detector must be installed, according to the manufacturer's instructions, if a fuel burning appliance is present in the home;
- (4) Each level of the home must have at least two remote exits that shall remain clear of obstructions. One of these exits must be a standard-sized door, and the other may be either a standard-sized door or an unobstructed, operable window, having at least five square feet of openable space, with a minimum width of twenty inches and a minimum height of twenty-four inches; and

(5) Whenever a portable space heater, a wood burning stove, or a fireplace is in use, the heater, stove, or fireplace must be inaccessible to children.

Summary of Non-Compliance Finding:

Provider did not have a carbon monoxide detector installed. Provider did have one in a box and plans to install. Provider did not have a portable fire extinguisher with a minimum 2A rating.

Corrections to be Made:

Provider will install the carbon monoxide detector according to the manufacturers instructions and submit a picture to the Office of Licensing & Accreditation.

Provider will need to purchase a fire extinguisher with a minimum 2A rating and submit a picture to the Office of Licensing & Accreditation.

Corrections Made:

Provider installed a carbon monoxide detector according to the manufacturers instructions and purchased a minimum 2A rating fire extinguisher.

Anticipated Completion Date:
June 07, 2025

Date Completed:
June 09, 2025

Compliance Plan Action #6

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:

Provider did not have cleaning solution approved by the department to clean the diaper changing area after each use.

Corrections to be Made:

Provider will clean and disinfect diaper changing area with a sanitizing solution approved by the department. Provider will submit a picture of sanitizing solution to the Office of Licensing & Accreditation.

Corrections Made:

Provider mixed the bleach solution that is approved by the department for sanitizing and disinfecting.

Anticipated Completion Date:
June 07, 2025

Date Completed:
June 09, 2025

Compliance Plan Action #7

Administrative Rule:

67:42:17:39

For family day care providers, unused electrical outlets must have an outlet plug cover, have a tamper-resistant cover, or be made inaccessible to a child. For center and school-age programs, unused electrical outlets must have a self-closing outlet cover or tamper-resistant cover.

Summary of Non-Compliance Finding:

Provider had two outlets in the nursery room and one outlet in the living room that was not covered.

Corrections to be Made:

Provider will need to cover all unused electrical outlets with outlet plug covers.

Corrections Made:

Provider covered the unused electrical outlets during the inspection.

Anticipated Completion Date:

May 19, 2025

Date Completed:

May 06, 2025

Compliance Plan Action #8

Administrative Rule:

67:42:17:40

A pet, while permitted in the presence of children receiving care, must be current with its vaccinations, and have clean and sanitary living areas, at all times. A pet with a history of aggressive behavior, which poses a risk to the safety of children, must be confined and kept away from children.

Summary of Non-Compliance Finding:

Provider has a kitten that does not have current vaccinations. Provider stated that the kitten is going to live at another residence.

Corrections to be Made:

Provider will need to contact the Office of Licensing & Accreditation once the kitten is at the other residence or provider current vaccinations to the Office of Licensing & Accreditation.

Corrections Made:

Provider submitted current pet vaccinations to the Office of Licensing & Accreditation.

Anticipated Completion Date:

June 07, 2025

Date Completed:

June 09, 2025

Compliance Plan Action #9

Administrative Rule:

67:42:17:38

The following must be inaccessible to a child:

- (1) Firearms;
- (2) Pellet guns, BB guns, and cap guns;
- (3) Matches and lighters;
- (4) Tobacco products;
- (5) Choking and strangulation hazards;
- (6) Items capable of being pulled or tipped onto a child;
- (7) A platform measuring more than thirty inches above ground level, unless surrounded by a railing that is at least thirty-six inches tall with no more than five inches between openings; and

(8) Other hazardous condition as identified by the department.

The department may direct a provider to remove or correct a hazardous condition or circumstance not covered in this chapter, if the department considers the conditions or circumstances to have the potential to cause injury or illness to the children in care.

Summary of Non-Compliance Finding:

- Provider had hygiene items and medications under the bathroom sink that are accessible to children.
- Provider has a cord in the nursery that is loosely hanging around a door frame.
- Provider has a shelf in the nursery room that has infant hygiene products accessible to children.
- Provider has a glass framed picture leaning against the wall in the nursery that is accessible to children.
- Provider has a small unstable side table in the nursery.
- Provider has a TV sitting on top of the cubbies that is not anchored.

Corrections to be Made:

- When all items are corrected the provider will need to send pictures to the Office of Licensing & Accreditation for confirmation.
- Provider will need to remove the hygiene items and medications from under the bathroom sink making them inaccessible to children.
- Provider will need to secure the cord in the nursery that is loosely hanging around the door frame.
- Provider will need to remove the infant hygiene products making them inaccessible to children.
- Provider will need to remove the glass framed picture leaning against the wall in the nursery making it inaccessible to children.
- Provider will need to either secure or remove the unstable side table that is in the nursery.
- Provider will need to anchor the TV to the wall that is sitting on top of the cubbies.

Corrections Made:

- Provider removed the hygiene items and medication from under the bathroom sink during the inspection.
- Provider removed the loose cord around the door frame and unstable side table in the nursery, infant hygiene products and glass framed picture leaning against wall are inaccessible to children, and the TV was anchored to the wall.

Anticipated Completion Date:
June 07, 2025

Date Completed:
June 09, 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.

Lyndsay Polzin

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

May 19, 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

A handwritten signature in black ink, appearing to read 'ANeff', written over a horizontal line.

5/15/2025, 10:55:21 AM

Signature of DSS Staff:

May 15, 2025

Date