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|------------------|------------------------------------------------------|--------|--------|
| Date Issued      | May 28, 2025                                         | Status | Closed |
| Provider Name    | LA PETITE ACADEMY 7693                               |        |        |
| Provider ID      | 018043045                                            |        |        |
| Provider Address | 7900 S Cinnamon Ridge Pl, Sioux Falls, SD 57108, USA |        |        |
| Provider Contact | Kiara Harkema                                        |        |        |

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:**

67:42:17:27

Before any medication is administered to a child, permission of the parent or guardian must be documented and must include the name of the child, the name of the medication, and the dates, times, and dosage of the medication.

The medication must be provided by the parent and kept in the original container, with the original label. The label for a prescription medication must contain the child's name, the amount and frequency of dosage, the expiration date, the physician or other licensed practitioner's name, and instructions for storage. The medication must be returned to the parent when no longer needed or expired.

The provider shall document, in the child's record, any medication administered to a child and shall include the dose, the name of the child, the time and date administered, and the name of the person administering the medication. The documentation must be retained for at least six months and be made available to the child's parent upon request.

#### **Summary of Non-Compliance Finding:**

During a program inspection by the Office of Licensing and Accreditation, an EpiPen was observed to be missing a label that included the child's name, dosage instructions, expiration date, and the name of the physician or licensed practitioner.

#### **Corrections to be Made:**

Medication administration guidelines must be followed as defined in ARSD 67:42:17:27.

#### **Corrections Made:**

The provider submitted verification of the EpiPen with a label that included the child's name, dosage instructions, expiration date, and the name of the physician or licensed practitioner.

**Anticipated Completion Date:**  
June 23, 2025

**Date Completed:**  
June 24, 2025

## Compliance Plan Action #2

### **Administrative Rule:**

67:42:17:47

A child care provider shall immediately report any suspected abuse or neglect of a child to child protective services, law enforcement, or the States Attorney's office, and cooperate fully in the investigation of any incident.

### **Summary of Non-Compliance Finding:**

During the program inspection, multiple providers did not have a clear understanding of their responsibility to report child abuse and neglect to the proper authorities.

### **Corrections to be Made:**

All providers are required to follow reporting child abuse and neglect as outlined in ARSD 67:42:17:47.

### **Corrections Made:**

The management team reviewed and discussed the mandatory reporting policy with all providers. They have also made the licensing rules and guidelines easy to find by placing them in multiple areas throughout the facility. Going forward, the team will frequently discuss mandatory reporting during provider meetings to ensure the provider's understanding of the rule requirements.

#### **Anticipated Completion Date:**

June 23, 2025

#### **Date Completed:**

July 08, 2025

## Compliance Plan Action #3

### **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:**

During a program inspection by the Office of Licensing and Accreditation, it was determined that four children's records require updated immunizations and one child's record needs an allergy management plan.

**Corrections to be Made:**

The program will submit verification to the Office of Licensing & Accreditation of the updated immunization records for four children and an allergy management plan for one child.

**Corrections Made:**

The provider submitted documentation of the missing updated shot records and allergy plan.

**Anticipated Completion Date:**

June 23, 2025

**Date Completed:**

June 24, 2025

**Compliance Plan Action #4****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:
  - (a) Defines child abuse and neglect;
  - (b) 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
  - (c) 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:**

During the annual inspection on May 15, 2025, the Office of Licensing and Accreditation, it was determined that three providers were missing their out-of-state background checks, and one provider did not complete the required Health and Safety Orientation training.

**Corrections to be Made:**

Verification of all missing information from the employee records must be submitted to the Office of Licensing & Accreditation.

**Corrections Made:**

The provider submitted verification to the Office of Licensing and Accreditation, confirming that all required documentation was updated in the employee's files.

**Anticipated Completion Date:**

June 23, 2025

**Date Completed:**

July 08, 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.**

Kiara Harkema

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

May 27, 2025

Date

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

Teri Pieters

Printed Name of DSS Staff



Signature of DSS Staff:

May 28, 2025

Date