

Date Issued	July 21, 2025	Status	Closed
Provider Name	HOLY SPIRIT SCHOOL		
Provider ID	018042093		
Provider Address	4309 S Bahnson Ave, Sioux Falls, SD 57103, USA		
Provider Contact	Susan Moe		

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:
 - (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:

At the time of the inspection, one employee needed an updated 5 year background check and one employee needed an Out of State background check.

Corrections to be Made:

Documentation of the completed 5 year background check and the completed out of state background check to be provided to the Office of Licensing and Accreditation.

Corrections Made:

06-12-25 Documentation of 5 yr check received on this date.

07-21-25 Documentation of the out of state check has been submitted and results are pending.

Anticipated Completion Date:

July 21, 2025

Date Completed:

July 21, 2025

Compliance Plan Action #2

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:

At the time of the inspection, the program did not obtain written parental permission to administer over the counter medications.

Corrections to be Made:

Written permission to administer over the counter medications to be obtained from the parents. Documentation to be submitted to the Office of Licensing and Accreditation.

Corrections Made:

The program will no longer administer over the counter medications.

Anticipated Completion Date:

July 21, 2025

Date Completed:

July 21, 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.

Susan Moe

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

July 21, 2025

Date

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

Rita Trager

Printed Name of DSS Staff



6/13/2025, 9:36:19 AM

Signature of DSS Staff:

July 21, 2025

Date