

COMPLIANCE PLAN
OFFICE OF LICENSING & ACCREDITATION



Date Issued	July 14, 2025	Status	Closed
Provider Name	ST. PETER'S CHILD CARE		
Provider ID	019519800		
Provider Address	318 Main St, Jefferson, SD 57038, USA		
Provider Contact	Erin Hammitt		

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:

67:42:17:13

All child care providers, program employees age fourteen and older, and family day care household members age eighteen and older, shall meet federal background check requirements. An individual may not provide care, or work in a child care setting, if the individual's background check reveals:

- (1) A crime that indicates harmful behavior towards children;
- (2) A crime of violence, as defined in SDCL 22-1-2, or in a similar statute from another state;
- (3) A sex crime pursuant to SDCL chapters 22-22 or 22-24A, SDCL 22-22A-3, or similar statutes from another state;
- (4) A felony conviction for domestic abuse, physical assault, battery, kidnapping, or arson;
- (5) Any other felony conviction, within the preceding five years; or
- (6) A substantiated report of child abuse or neglect.

A family day care provider may not provide care in the provider's home, if any household member's background check reveals any item listed in this section.

A background check is required at least once every five years.

Summary of Non-Compliance Finding:

At the time of the inspection, one employee did not have a completed out of state background check, one employee had in-state and out of state background checks pending and one employee did not have documentation of a completed background check.

Corrections to be Made:

Documentation of completed background checks for all three employees to be submitted to the Office of Licensing and Accreditation.

Corrections Made:

07-25-25 In-state background checks have been received and the out of state checks have been submitted for approval.

Anticipated Completion Date:

Date Completed:

Compliance Plan Action #2**Administrative Rule:**

67:42:17:17

All providers shall, within ninety days after the date of employment, complete and obtain documentation of orientation training in the following areas:

- (1) Prevention and control of infectious diseases;
- (2) Prevention of sudden infant death syndrome and the use of safe sleep practices, if infant care is provided;
- (3) Administration of medication;
- (4) Prevention of and response to an emergency due to food allergies and other allergic reactions;
- (5) Building and physical premises safety;
- (6) Prevention of shaken baby syndrome and abusive head trauma, if infant care is provided;
- (7) Emergency preparedness and response planning for an emergency resulting from a natural disaster or man-caused event;
- (8) Handling and storage of hazardous materials and the appropriate disposal of biological contaminants;
- (9) Precautions in transporting a child, if the program provides transportation;
- (10) Recognition and reporting of child abuse and neglect;
- (11) Pediatric first aid;
- (12) Pediatric cardiopulmonary resuscitation; and
- (13) Child development.

Before a provider may care for children without supervision, the provider must complete orientation training in each of the areas listed in this section.

Summary of Non-Compliance Finding:

At the time of the inspection, one employee did not have documentation of completed Level I orientation training

Corrections to be Made:

Documentation of completed Level I orientation training to be provided to the Office of Licensing and Accreditation

Corrections Made:

Documentation received verification of the orientation training.

Anticipated Completion Date:

August 08, 2025

Date Completed:

July 25, 2025

Compliance Plan Action #3**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:

At the time of the inspection, three employees did not have documentation of Pediatric CPR hands-on certification. One employee did not have documentation of training hours for 2024.

Corrections to be Made:

Documentation of completed training hours to be provided to the Office of Licensing and Accreditation

Corrections Made:

07-25-25 Documentation of CPR received. Documentation of ongoing training hours received.

Anticipated Completion Date:

August 08, 2025

Date Completed:

July 25, 2025

Compliance Plan Action #4

Administrative Rule:

67:42:17:29

A provider shall have a written care plan for each child who has a known food allergy. The plan must contain instructions regarding any food allergens, steps to be taken to avoid that food, and a detailed treatment plan to be implemented if the child has an allergic reaction.

Summary of Non-Compliance Finding:

At the time of the inspection, one child did not have a written care plan for their known food allergy.

Corrections to be Made:

A written care plan is to be completed and a copy of the plan provided to the Office of Licensing and Accreditation

Corrections Made:

07-25-2025 A copy of the written care plan was received.

Anticipated Completion Date:

August 08, 2025

Date Completed:

July 25, 2025

Compliance Plan Action #5

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:

At the time of the inspection, the facility's liability insurance is expired.

Corrections to be Made:

Documentation of current liability insurance policy to be provided to the Office of Licensing and Accreditation

Corrections Made:

07-25-2025 A copy of the current liability documentation was received.

Anticipated Completion Date:

August 08, 2025

Date Completed:

July 25, 2025

Compliance Plan Action #6

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:

At the time of the inspection, one child is missing the emergency contact information and eight children need current immunization records.

Corrections to be Made:

The child record files need to be updated to include all required information. Verification is to be provided to the Office of Licensing and Accreditation.

Corrections Made:

07-25-2025 The verification of the updated child record information was received.

Anticipated Completion Date:

August 08, 2025

Date Completed:

July 25, 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.

Erin Hammitt

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

July 14, 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



7/9/2025, 9:37:27 AM

Signature of DSS Staff:

July 09, 2025

Date