

Date Issued	June 24, 2025	Status	Closed
Provider Name	Stepping Stones Montrose		
Provider ID	014512580		
Provider Address	311 Church Ave, Montrose, SD 57048, USA		
Provider Contact	LaTanya Reyna		

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:

67:42:17:43

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:

Documentation of one lockdown drill completed within the last year was on file; two lockdown drills must be completed yearly.

Corrections to be Made:

An additional lockdown drill must be completed within the next month.

Corrections Made:

Verification of a completed lockdown drill was received.

Anticipated Completion Date:
July 10, 2025

Date Completed:
June 24, 2025

Compliance Plan Action #2

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:

Information was incomplete for five provider files.

Corrections to be Made:

Required information must be obtained for the files.

Corrections Made:

Verification of completed information was received.

Anticipated Completion Date:

June 24, 2025

Date Completed:

August 06, 2025

Compliance Plan Action #3

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:

Verification of completion of all orientation training topics was not on file for two providers.

Corrections to be Made:

Documentation of completed training must be obtained for the files.

Corrections Made:

Verification of completed training was received.

Anticipated Completion Date:

June 24, 2025

Date Completed:

August 06, 2025

Compliance Plan Action #4

Administrative Rule:

67:42:17:45

The following requirements apply to the transportation of a child:

- (1) A parent or guardian shall provide written permission for the transportation of their child;
- (2) The vehicle may not carry more people than its passenger capacity, as stated on the label affixed to the vehicle under 49 C.F.R. Parts 567 and 568, in effect on March 9, 2022;
- (3) The required staff-child ratio must be maintained when children are being transported;
- (4) The driver must be at least eighteen years of age and have a driver license to operate the vehicle being driven;
- (5) When a child is being transported in a vehicle other than a bus, the child must be restrained in a car seat, booster seat, or seat belt appropriate for the child's weight and age; and
- (6) Proof of liability insurance must be provided to the department, upon request, for any vehicle used for transporting children.

Summary of Non-Compliance Finding:

Verification of current liability insurance for vehicles used to transport children was not on file.

Corrections to be Made:

Verification of current vehicle liability insurance coverage is needed.

Corrections Made:

Verification of current coverage was received.

Anticipated Completion Date:

June 24, 2025

Date Completed:

June 24, 2025

Compliance Plan Action #5**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 child record information is needed for four child files.

Corrections to be Made:

Required information must be obtained for the files.

Corrections Made:

Verification of completed information was received.

Anticipated Completion Date:

June 24, 2025

Date Completed:

August 06, 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.

LaTanya Reyna

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

June 24, 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



6/12/2025, 1:29:50 PM

Signature of DSS Staff:

June 12, 2025

Date