COMPLIANCE PLAN
OFFICE OF LICENSING & ACCREDITATION

South Dakota Department of Social Services

Date Issued	August 05, 2025	Status	Closed

Provider Name	ELWAYS, SARA
Provider ID	018043189
Provider Address	316 S Main St, Humboldt, SD 57035, USA
Provider Contact	SARA ELWAYS

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:

At the time of inspection, an expired medication had not been returned to the parents.

Corrections to be Made:

The provider will ensure that all expired or no longer needed medications are returned to the parents.

Corrections Made:

The provider sent the expired medication home with the parents.

Anticipated Completion Date:	Date Completed:
August 26, 2025	August 21, 2025

Compliance Plan Action #2

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 inspection, there were several children who did not have current immunizations.

Corrections to be Made:

The provider will ensure that current documentation of the children's immunizations is obtained.

Corrections Made:

The provider submitted current documentation showing all children's immunizations.

Anticipated Completion Date:	**Date Completed:**
August 26, 2025	August 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.

Sara Elways
Printed Name of Provider/Agency Contact

Signature of Provider/Agency Contact

August 05, 2025
Date

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

Morgan Giraldo

Printed Name of DSS Staff

8/5/2025, 3:29:53 PM

Signature of DSS Staff:

August 05, 2025

Date