

Date Issued	September 22, 2025	Status	Closed
Provider Name	Whitewood Elementary After-School Program		
Provider ID	394552177		
Provider Address	603 Garfield St, Whitewood, SD 57793, USA		
Provider Contact	Brittan Porterfield		

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:

Employee records were not current. Child Abuse and Neglect reporting statements were missing for two employees. CPR was missing for one employee.

Corrections to be Made:

Program must update provider records and submit verification to the Office of Licensing & Accreditation when completed.

Corrections Made:

Program Director submitted the missing compliance items to the Office of Licensing and Accreditation.

Anticipated Completion Date:
October 03, 2025

Date Completed:
September 22, 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.

Brittan Porterfield

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

September 22, 2025

Date

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

Tina Uecker

Printed Name of DSS Staff



9/22/2025, 10:30:52 AM

Signature of DSS Staff:

Date