

Date Issued September 23, 2025 Status Closed

Provider Name HOLY TRINITY CATHOLIC SCHOOL OST

Provider ID 014511218

Provider Address 425 21st St SW, Huron, SD 57350, USA

Provider Contact Michelle Schoenfelder

**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:**

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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, there were 6 child records missing some of the above required information.

**Corrections to be Made:**

Child records must include all of the above information.

**Corrections Made:**

Verification of all missing information has been received.

**Anticipated Completion Date:**  
October 13, 2025

**Date Completed:**  
October 13, 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.**

Michelle Schoenfelder

Printed Name of Provider/Agency Contact

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Signature of Provider/Agency Contact

September 23, 2025

Date

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

Sarah Deakins

Printed Name of DSS Staff

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Signature of DSS Staff:

September 23, 2025

Date

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