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Date Issued	October 15, 2025	Status	Closed
Provider Name	<u>CENTRAL PRESCHOOL &amp; KINDERGARTEN</u>		
Provider ID	<u>018042174</u>		
Provider Address	<u>3100 W Ralph Rogers Rd, Sioux Falls, SD 57108, USA</u>		
Provider Contact	<u>Melissa Ludens</u>		

**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:**

During inspection, two children's prescription medications were expired and had not been returned to the parent.

At the time of inspection, one child's prescription medication did not have a current authorization form available.

**Corrections to be Made:**

The provider will ensure that the children's expired medications are returned to the parents.

The provider will ensure that the child's medication authorization form is obtained.

**Corrections Made:**

The provider sent the expired medication home with the parents.

The provider submitted the medication authorization form for the child's medication.

**Anticipated Completion Date:**  
October 31, 2025

**Date Completed:**  
October 17, 2025

## Compliance Plan Action #2

### **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 inspection, two children's written allergy care plans did not outline the need for an EpiPen despite having them on site in the event of an allergic reaction.

### **Corrections to be Made:**

The provider will ensure both children's written allergy care plans accurately reflect the medication needed in the event of an allergic reaction.

### **Corrections Made:**

The provider submitted verification of compliance for each child.

#### **Anticipated Completion Date:**

October 31, 2025

#### **Date Completed:**

October 17, 2025

## Compliance Plan Action #3

### **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:**

During inspection, it was discovered that volunteer drivers did not have proper transportation verification, such as driver's licenses.

Documentation of the automobile insurance was not available.

### **Corrections to be Made:**

The provider will ensure that proper verification of driver's licenses is obtained prior to transporting children in care.

The provider will ensure documentation of the automobile insurance is obtained prior to transporting children in care.

**Corrections Made:**

Moving forward, verification of driver's licenses for all drivers will be obtained prior to transporting children in care.

The provider submitted verification of current automobile insurance.

**Anticipated Completion Date:**  
October 31, 2025

**Date Completed:**  
October 17, 2025

**Compliance Plan Action #4**

**Administrative Rule:**

67:42:17:49

A parent must be allowed to observe their child or children at any time. A parent must be notified by the provider immediately regarding any serious injuries received while the child is under care of the provider.

A parent must be notified by the provider within twenty-four hours of any changes in circumstances. For purposes of this section, the term, changes in circumstances, means a change in the provider's registration or license, the suspension or revocation of the provider's license, a change in the program location, closure of the program, and a change in ownership of the program.

If a court order restricts a parent from having contact with a child, and if the provider has been given a copy of the court order, the provider shall deny access to the parent.

**Summary of Non-Compliance Finding:**

A child's information form listed an unauthorized pick-up person; however, a court order supporting this restriction was not available.

**Corrections to be Made:**

The provider will ensure a valid court order is obtained prior to denying parental access or will update the child's information form accordingly.

**Corrections Made:**

The provider submitted verification of compliance.

**Anticipated Completion Date:**  
October 31, 2025

**Date Completed:**  
October 17, 2025

**Compliance Plan Action #5**

**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:**

At the time of inspection, one employee did not have an eligibility letter available.

**Corrections to be Made:**

The provider will ensure that the eligibility letter for the employee is obtained.

**Corrections Made:**

The provider submitted verification of compliance for the employee.

**Anticipated Completion Date:**  
October 31, 2025

**Date Completed:**  
October 17, 2025

**Compliance Plan Action #6**

**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:**

During inspection, documentation of current liability insurance was not available.

**Corrections to be Made:**

The provider will ensure documentation of current liability insurance is obtained and maintained.

**Corrections Made:**

The provider submitted documentation verifying compliance with current insurance requirements.

**Anticipated Completion Date:**

October 31, 2025

**Date Completed:**

October 17, 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.**

Melissa Ludens

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

October 15, 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



Signature of DSS Staff:

October 15, 2025

Date

10/15/2025, 8:45:47 AM