

COMPLIANCE PLAN
OFFICE OF LICENSING & ACCREDITATION



Date Issued	September 18, 2025	Status	Closed
Provider Name	BOYS & GIRLS CLUB OF YANKTON		
Provider ID	018043032		
Provider Address	2008 Mulberry St, Yankton, SD 57078, USA		
Provider Contact	Ellie Kajer		

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:

Verification of current liability insurance was not available at the time of inspection.

Corrections to be Made:

Verification of current coverage is needed.

Corrections Made:

Verification of coverage was received.

Anticipated Completion Date:
October 03, 2025

Date Completed:
September 17, 2025

Compliance Plan Action #2

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:

Two providers did not complete orientation training before working unsupervised with children.

Corrections to be Made:

Orientation training must be completed by the providers before working unsupervised and they must work with another employee who has completed orientation training until their own training is complete.

Corrections Made:

Verification of completed orientation training was received.

Anticipated Completion Date:
October 03, 2025

Date Completed:
October 16, 2025

Compliance Plan Action #3

Administrative Rule:

67:42:17:46

A provider shall complete pediatric first aid training every five years and maintain documentation of the training. A provider must be certified in pediatric cardiopulmonary resuscitation. The certification must include a hands-on skills test.

A provider shall work under supervision until the provider has completed the training required by this section. The supervisor shall have completed their pediatric first aid training and be certified in pediatric cardiopulmonary resuscitation.

Summary of Non-Compliance Finding:

Verification of current CPR certification was not available for three providers. At the time of inspection, the providers working at the program were not working under the supervision of an employee with pediatric first aid training and pediatric CPR certification.

Corrections to be Made:

There must be a provider on site at all times with the required first aid and CPR certification. Providers must complete the required training to work unsupervised.

Corrections Made:

Verification of current CPR certification was received was received for two providers. The third provider will not work unsupervised at the program until they have current certification.

Anticipated Completion Date:
October 03, 2025

Date Completed:
October 16, 2025

Compliance Plan Action #4

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 two provider files.

Corrections to be Made:

Required information must be obtained for the provider files.

Corrections Made:

Verification was received that the information was obtained for the files.

Anticipated Completion Date:

October 03, 2025

Date Completed:

October 24, 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.

Ellie Kajer

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

September 18, 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



9/17/2025, 2:45:14 PM

Signature of DSS Staff:

September 17, 2025

Date