

Date Issued	December 15, 2025	Status	In Process
Provider Name	ALEXANDER, PENNY		
Provider ID	010601395		
Provider Address	931 N Walts Ave, Sioux Falls, SD 57104, USA		
Provider Contact	PENNY ALEXANDER		

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:

67:42:17:42

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:

The provider did not maintain a record for three children in care.

Two children's records were missing the child's date of birth, an emergency contact name and telephone number, parental permission for emergency medical treatment, the names of authorized individuals to pick up the children, date of child's enrollment and current immunizations.

One child record did not contain documentation of current immunization records.

Corrections to be Made:

The provider will ensure that all children's records contain all information required by regulation. Updated and complete

documentation for each child will be maintained on file. Verification of the completed records will be submitted to the Office of Licensing & Accreditation.

Corrections Made:

Current immunizations were received on 12-04-25.

Updated and complete child records were received on 12-15-25.

Anticipated Completion Date:

December 15, 2025

Date Completed:

December 15, 2025

Compliance Plan Action #2

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:

The written emergency preparedness and response plan that the provider completed previously did not contain information regarding shelter-in place and lockdown, a written procedure for communication and reunification with parents, and a written procedure for continuity of operations.

The provider did not have documentation for 2 lock down drills and 1 shelter in place drill for the previous year.

Corrections to be Made:

The provider will complete the written emergency preparedness and response plan to include all information as outlined in the regulation.

One lock down drill and one shelter in place drill will be conducted.

The completed emergency preparedness plan and documentation of the drills conducted will be submitted to OLA.

Corrections Made:

During a monitoring visit on 11/19/25, the completed emergency preparedness plan was observed at the FDC home. Dates of the lock down drill and the shelter in place drill were received on 12-15-2025.

Anticipated Completion Date:

December 15, 2025

Date Completed:

December 15, 2025

Compliance Plan Action #3**Administrative Rule:**

67:42:17:26

A nap mat, blanket, or other sleep surface, other than the floor, for children over one year of age must be available for each child during nap time.

A sleep surface must be maintained in good repair.

A provider shall follow the safe sleep practices contained in **Caring for Our Children: National Health and Safety Performance Standards, 4th Edition**, for infants under the age of one.

Summary of Non-Compliance Finding:

A child under the age of one- year-old sleeps in a bouncy seat rather than an approved sleep environment (i.e. pack and play, crib,) when in the provider's care.

Corrections to be Made:

Effective immediately, the provider will ensure that children under the age of one sleep in an approved sleep environment.

Corrections Made:

The provider no longer places the child in a bouncy seat for nap or rest periods. The provider has agreed that children under the age of one will only be placed in approved sleep environments beginning immediately and moving forward.

Anticipated Completion Date:

December 15, 2025

Date Completed:

December 05, 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.

penny alexander

Printed Name of Provider/Agency Contact



November 20, 2025

Signature of Provider/Agency Contact

Date

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

Rita Trager

Printed Name of DSS Staff

A handwritten signature in black ink, appearing to read "Rita Trager", written over a horizontal line.

12/8/2025, 3:29:49 PM

Signature of DSS Staff:

December 08, 2025

Date