COMPLIANCE PLAN
OFFICE OF LICENSING & ACCREDITATION

South Dakota Department of Social Services

Date Issued	December 16, 2025	Status	Closed

Provider Name	SCOTT, JILANN
Provider ID	018042313
Provider Address	1420 E 5th St, Sioux Falls, SD 57103, USA
Provider Contact	JILANN SCOTT

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:

At the time of inspection, incomplete child information forms for all enrolled children were observed; one child's record was missing emergency contacts, two children's parental information was missing, one child did not have permission for emergency medical care, and documentation of current immunizations was not available for one child.

Corrections to be Made:

The provider will ensure that all required information is obtained for each child in care by December 16, 2025.

Corrections Made:

The provider submitted all required documentation for each child on January 6, 2026.

Anticipated Completion Date: **Date Completed:**

December 16, 2025 January 06, 2026

Compliance Plan Action #2

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, documentation of annual ongoing training hours was not available for the provider.

Corrections to be Made:

The provider will ensure that annual ongoing training hours are obtained by December 4, 2025.

Corrections Made:

Verification of completed ongoing training hours was submitted on January 4, 2026.

Anticipated Completion Date:
January 05, 2026

Date Completed:
January 04, 2026

Compliance Plan Action #3

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, an emergency preparedness and response plan was not available.

Corrections to be Made:

The provider will ensure an emergency preparedness and response plan is completed and verification provided to the Office of Licensing & Accreditation.

Corrections Made:

Documentation of the emergency preparedness and response plan was submitted on January 7, 2026.

Anticipated Completion Date:	**Date Completed:**
December 16, 2025	January 07, 2026

Compliance Plan Action #4

Administrative Rule:

67:42:17:25

All equipment, utensils, kitchenware, dining tables, and food contact surfaces of equipment must be washed, rinsed, and sanitized after each meal. Toys capable of being placed in a child's mouth must be cleaned and sanitized daily, using a solution approved by the department.

All providers, program employees, and children shall wash their hands with soap, before preparing food or beverages, eating, handling food, or feeding a child, and after changing a diaper, using the toilet, helping a child use a toilet, or coming into contact with bodily fluid.

Summary of Non-Compliance Finding:

During inspection, a pacifier with visible debris was observed to be on the ground and was not properly sanitized before it was obtained by a child.

Corrections to be Made:

The provider will ensure all mouthable toys and items are properly sanitized after use.

Corrections Made:

The provider immediately removed the pacifier from the children's reach and placed it in the sanitation area.

Anticipated Completion Date:
November 13, 2025

Date Completed:
November 13, 2025

Compliance Plan Action #5

Administrative Rule:

67:42:17:33
A provider shall meet the following requirements regarding bathrooms:

(1) Bathroom facilities must be easily accessible by children and providers;
(2) Hot water for faucets normally used by children in care may not exceed one hundred twenty degrees Fahrenheit;
(3) Toilets and hand sinks must be kept clean and in good repair; and
(4) For child care centers and school-age programs:

(a) All bathrooms must have natural or mechanical ventilation;
(b) Separate bathrooms must be available for males and females;
(c) Ratios for toilet and hand sinks must align with the minimum standards for plumbing and plumbing systems published by the plumbing commission.

Except in a family day care, hand sinks must be in the same room, or an unobstructed room adjacent to the diaper changing area. A handwashing sink used after diapering and toileting may not be used for food preparation.

Summary of Non-Compliance Finding:

At the time of inspection, the hot water temperature of the handwashing sink used by children in care exceeded 120 degrees F.

Corrections to be Made:

The provider will ensure that the hot water temperature of the handwashing sink used by children in care does not exceed 120 degrees F.

Corrections Made:

Documentation showing that the hot water temperature of the handwashing sink used by children in care is maintained below 120 degrees F was received.

Anticipated Completion Date:
December 04, 2025

Date Completed:
December 03, 2025

Compliance Plan Action #6

Administrative Rule:

67:42:17:32
All walls, ceilings, floors, and equipment must be easily cleanable, kept clean, and in good repair. Heating and cooling systems must maintain a temperature between sixty-five degrees Fahrenheit and seventy-five degrees Fahrenheit. For a child care center and school-age program, all heating and cooling systems must be inspected annually, by a certified technician.

Food preparation areas, including tables and countertops, must be made of a smooth, nonporous material, kept clean and sanitized, be free of cracks, and be in good repair. Center and school-age programs, in which more than twenty children are cared for, must provide a ventilation hood over all cooking areas. The hood must be appropriate for the type of appliance and intended use, as required in § 61:15:01:01.

Summary of Non-Compliance Finding:

At the time of inspection, the temperature of the home was maintained at 63 degrees F.

During inspection, the floor of the bathroom was missing a section, creating a potential hazard.

Corrections to be Made:

The provider will ensure that the temperature of the home during child care hours is maintained between 65-75 degrees F.

The provider will ensure the repair of the floor in the bathroom.

Corrections Made:

Verification that the provider's home is maintained at 65 degrees F was submitted on 12/12/2025.

Documentation verifying that the repair of the floor in the bathroom was received on January 8, 2026.

Anticipated Completion Date:	**Date Completed:**
December 16, 2025	January 08, 2026

Compliance Plan Action #7

Administrative Rule:

67:42:17:44

All toxic or hazardous substances must be:

(1) Inaccessible to children;
(2) Used according to manufacturer's instructions;
(3) Stored in the original or other labeled container; and
(4) Disposed of according to manufacturer recommendations.

Bio-contaminants must be handled and disposed of properly.

Soiled diapers must be changed promptly, in a designated area, on a non-porous surface. The diaper changing area must be clean and disinfected with a sanitizing solution approved by the department. Soiled diapers must be kept in a leakproof, nonabsorbent container that is covered with a tight-fitting lid.

Summary of Non-Compliance Finding:

During inspection, a soiled diaper had not been promptly disposed of in a leakproof, non-absorbent container.

Corrections to be Made:

The provider will ensure that all soiled diapers are promptly disposed of in a leakproof, non-absorbent container.

Corrections Made:

The provider corrected this on-site by disposing of the soiled diaper in a leakproof, non-absorbent container.

Anticipated Completion Date:	**Date Completed:**
December 04, 2025	November 13, 2025

Compliance Plan Action #8

Administrative Rule:

67:42:17:38

The following must be inaccessible to a child:

(1) Firearms;
(2) Pellet guns, BB guns, and cap guns;
(3) Matches and lighters;
(4) Tobacco products;
(5) Choking and strangulation hazards;
(6) Items capable of being pulled or tipped onto a child;
(7) A platform measuring more than thirty inches above ground level, unless surrounded by a railing that is at least thirty-six inches tall with no more than five inches between openings; and
(8) Other hazardous condition as identified by the department.

The department may direct a provider to remove or correct a hazardous condition or circumstance not covered in this chapter, if the department considers the conditions or circumstances to have the potential to cause injury or illness to the children in care.

Summary of Non-Compliance Finding:

During inspection, scissors and razors were observed in a child-accessible drawer in the bathroom.

Corrections to be Made:

The provider will ensure that these hazardous materials are relocated or that a child lock is installed.

Corrections Made:

Verification that the hazardous materials were relocated to an area inaccessible to children was received on 12/12/2025.

Anticipated Completion Date:	**Date Completed:**
December 16, 2025	December 12, 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.

Jilann Scott
Printed Name of Provider/Agency Contact

December 16, 2025
Signature of Provider/Agency Contact 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

11/17/2025, 3:21:11 PM
November 17, 2025
Signature of DSS Staff: Date