

---

Date Issued	December 16, 2025	Status	Closed
Provider Name	<u>KAREN 4 KIDS</u>		
Provider ID	<u>018042674</u>		
Provider Address	<u>216 Capital St, Yankton, SD 57078, USA</u>		
Provider Contact	<u>Shayla Hjelm</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:**

67:42:17:22

A program that serves twenty or fewer children, and routinely operates a mixed age group, shall meet a ratio of ten children to one staff. Each provider may care for a maximum of four children under the age of two, with no more than two children under the age of one.

A center program that serves more than twenty children in a mixed age group, must:

- (1) Maintain a ratio of five children to one staff, if the group includes three or more children under the age of three; and
- (2) In all other circumstances, maintain the children to staff ratio that is based on the age range of the majority of children in the group.

Children of program employees must be included in determining the children to staff ratio.

**Summary of Non-Compliance Finding:**

During a complaint investigation conducted by the Office of Licensing & Accreditation on December 2, 2025, it was determined that mixed age group ratios were not being consistently maintained.

**Corrections to be Made:**

The program needs to assure that the correct ratios are being followed for mixed age groupings. A ratio of five children to one staff must be maintained when the group includes three or more children under the age of three years old. The program will review mixed age group ratio requirements with all providers to assure understanding.

**Corrections Made:**

Verification was received that the mixed age groupings were reviewed with all providers to assure understanding and compliance going forward.

**Anticipated Completion Date:**  
December 19, 2025

**Date Completed:**  
December 19, 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.**

shayla Hjelm

Printed Name of Provider/Agency Contact

---



Signature of Provider/Agency Contact

December 16, 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

---



Signature of DSS Staff:

January 09, 2026

Date

---