
Date Issued	December 11, 2025	Status	Closed
Provider Name	SWST HEAD START CENTER WEST		
Provider ID	017508141		
Provider Address	45698 Veterans Memorial Dr, Sisseton, SD 57262, USA		
Provider Contact	Lennie Peters		

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:

67:42:17:15

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:

Three staff records missing background check eligibility.

Fourteen staff records missing current CPR certification.

Six staff records missing documentation of Level II health and safety training.

Corrections to be Made:

Provide documentation of the background check eligibility for the three staff missing it.

Provide documentation of CPR certificate for fourteen staff records missing it.

Provide documentation of Level II health and safety training for the six staff records missing it.

Corrections Made:

Documentation is on file for the background check eligibility for the three staff records missing it.
Documentation of a CPR certification is on file the fourteen staff records missing it.
Documentation of the Level II health and safety training is on file for the six staff records missing it.

Anticipated Completion Date:
December 18, 2025

Date Completed:
February 03, 2026

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.

Lynette Bernard Petets
Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

December 11, 2025
Date

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

Julie Hermansen
Printed Name of DSS Staff



11/24/2025, 11:11:02 AM
Signature of DSS Staff:

November 24, 2025
Date