

Date Issued	January 16, 2026	Status	Closed
Provider Name	LYNDSAY POLZIN		
Provider ID	2045049139		
Provider Address	6418 Greenfield Dr, Rapid City, SD 57703, USA		
Provider Contact	Lyndsay Polzin		

**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:**

- Provider did not have child records for the six children in care available during the inspection.
- Provider was not keeping attendance records on children in care.
- Provider is not reviewing and updating children's records annually.

**Corrections to be Made:**

- Provider will submit the six child records and the required documents to the Office of Licensing & Accreditation.
- Provider will create an attendance record and submit to the Office of Licensing & Accreditation.
- Provider will submit a written plan addressing how children's records will be reviewed and updated annually.

**Corrections Made:**

- Provider obtain and submitted the required documents for the six child records to the Office of Licensing &

Accreditation.

- Provider submitted the attendance form that will be used in daycare to the Office of Licensing & Accreditation.
- Provider submitted a written plan addressing how children's records will be reviewed and updated.

**Anticipated Completion Date:**  
January 27, 2026

**Date Completed:**  
February 23, 2026

## Compliance Plan Action #2

### **Administrative Rule:**

67:42:17:24

Before a child may be admitted to a registered or licensed day care provider, the provider must require the child's parent or guardian to submit a statement, signed by a licensed physician, physician's assistant, certified nurse practitioner, or community health nurse, or an immunization record from the South Dakota Immunization Information System, showing that the child meets the minimum immunization requirements according to 45 C.F.R. § 98.41(a)(1)(i)(A), in effect on September 30, 2016.

The provider shall ensure that immunizations of all children are current.

For children who begin the series late or are more than one month behind in immunizations, the documentation must show progress toward achieving immunization requirements, as determined by a licensed physician, or other licensed practitioner. A grace period may be approved by the department for a child experiencing homelessness or a child in foster care.

A child is exempt from meeting the minimum age-specific immunization levels if:

- (1) The child's parent or guardian has certification from a licensed physician, or other licensed practitioner, stating that the physical condition of the child is such that an immunization would endanger the child's life or health; or
- (2) The child's parent or guardian has signed a written statement that the child is an adherent to a religious doctrine whose teachings are opposed to such immunizations.

If a child becomes ill while at a day care, the provider must separate the child from other children and notify the child's parents. If any child in the program contracts a communicable disease, the provider must notify the Department of Health. The program provider shall follow the Department of Health's recommendations for addressing a situation involving a communicable disease.

To prevent the spread of an infestation or infectious disease, a program shall provide an individual storage unit or container for each child's personal articles.

### **Summary of Non-Compliance Finding:**

Provider did not have their own child's immunization available during the inspection.

### **Corrections to be Made:**

Provider will submit their child's current immunizations to the Office of Licensing & Accreditation.

**Corrections Made:**

Provider submitted their child's current immunizations to the Office of Licensing & Accreditation.

**Anticipated Completion Date:**  
January 27, 2026

**Date Completed:**  
February 17, 2026

**Compliance Plan Action #3**

**Administrative Rule:**

67:42:17:18

All providers must obtain annual training in the topic areas identified in 45 C.F.R. § 98.41, in effect on September 30, 2016, or as identified by the department. Training must be documented and relevant to the provider’s position as determined by the department. Training may include on-site or online classes. Pediatric cardiopulmonary resuscitation renewal may not be included in annual training.

Each director and provider of center and school-age programs counted in staff-child ratios shall complete ten hours of annual training.

Each provider of family day care counted in staff-child ratios shall complete six hours of annual training.

Orientation training hours qualify as annual training hours for each provider in the year the training was completed.

Every five years, all providers shall complete additional, advanced training in each of the training areas listed in § 67:42:17:17.

**Summary of Non-Compliance Finding:**

The provider did not have documentation verifying completion of the required six hours of annual training.

**Corrections to be Made:**

The provider will maintain documentation of the required six hours of annual training and submit verification to the Office of Licensing and Accreditation.

**Corrections Made:**

Provider submitted the required information to the Office of Licensing & Accreditation.

**Anticipated Completion Date:**  
February 06, 2026

**Date Completed:**  
February 06, 2026

**Compliance Plan Action #4**

**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:**

Provider did not have 2025 emergency drill documentation during the inspection.

**Corrections to be Made:**

Provider will need to submit 2025 documentation for the emergency drills.

**Corrections Made:**

Provider submitted documentation for the 2025 emergency drills.

**Anticipated Completion Date:**  
February 06, 2026

**Date Completed:**  
February 06, 2026

**Compliance Plan Action #5**

**Administrative Rule:**

67:42:17:04

A provider shall prominently display the department's licensing telephone number and website in the home or licensed facility.

**Summary of Non-Compliance Finding:**

Provider did not have the required posting of the department's licensing telephone number and website in the home.

**Corrections to be Made:**

Provider will need to post the required department's licensing telephone number and website in the home and notified the Office of Licensing & Accreditation when completed.

**Corrections Made:**

Provider posted the required department's licensing telephone number and website in the home and sent verification to the Office of Licensing & Accreditation.

**Anticipated Completion Date:**  
February 06, 2026

**Date Completed:**  
February 06, 2026

**Compliance Plan Action #6**

**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:**

High chair table attachment and table had not been cleaned and sanitized after breakfast using a solution approved by the department.

**Corrections to be Made:**

Provider needs to clean and sanitize the high chairs and table after each meal using a solution approved by the department. Provider will submit to the Office of Licensing & Accreditation the solution that will be used.

**Corrections Made:**

Provider is cleaning and sanitizing the high chairs and table after each meal using a solution approved by the department. Provider submitted verification to the Office of Licensing & Accreditation.

**Anticipated Completion Date:**

January 27, 2026

**Date Completed:**

January 27, 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:**

Provider was not using a bleach solution approved for sanitizing the diaper changing area; the bleach solution was not of

strength to sanitize.

**Corrections to be Made:**

The provider will ensure the bleach sanitizer is prepared in accordance with the instructions outlined in the bleach sanitizing chart.

**Corrections Made:**

The provider prepared a fresh bleach sanitizing solution in accordance with departmental requirements, following the approved bleach sanitizing chart.

**Anticipated Completion Date:**  
January 27, 2026

**Date Completed:**  
January 27, 2026

**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:**

The cubby shelf is not secured to the wall, creating a potential hazard if it is pulled or tipped over onto a child.

**Corrections to be Made:**

The provider will secure the cubby shelf to the wall to eliminate any potential hazard to children.

**Corrections Made:**

The provider has secured the cubby shelf to the wall, ensuring it no longer poses a hazard to children.

**Anticipated Completion Date:**  
January 27, 2026

**Date Completed:**  
January 27, 2026

**Compliance Plan Action #9**

**Administrative Rule:**

67:42:17:40

A pet, while permitted in the presence of children receiving care, must be current with its vaccinations, and have clean and sanitary living areas, at all times.

A pet with a history of aggressive behavior, which poses a risk to the safety of children, must be confined and kept away from children.

**Summary of Non-Compliance Finding:**

Provider did not have current pet vaccinations available during the inspection.

**Corrections to be Made:**

Provider will submit current pet vaccinations to the Office of Licensing & Accreditation.

**Corrections Made:**

Provider submitted current vaccinations for all pets to the Office of Licensing & Accreditation.

**Anticipated Completion Date:**

January 27, 2026

**Date Completed:**

January 27, 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.**

Lyndsay Polzin

Printed Name of Provider/Agency Contact



\_\_\_\_\_  
Signature of Provider/Agency Contact

January 16, 2026

\_\_\_\_\_  
Date

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

Andrea Neff

Printed Name of DSS Staff

A handwritten signature in black ink, appearing to read 'ANoff', written over a horizontal line.

1/13/2026, 3:54:39 PM

Signature of DSS Staff:

January 13, 2026

Date