South Dakota Department of Social Services

DEPARTMENT OF SOCIAL SERVICES
OFFICE OF LICENSING & ACCREDITATION
700 GOVERNORS DRIVE
PIERRE, SD 57501
Phone: 605.773.3165
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Plan of Correction

Date Issued October 28, 2025 Status Closed

Provider Name	Buffalo Plains Recovery
Provider Type	Accreditation
Accreditation #	1050694031
Provider Address	731 St Joseph St suite 258, Rapid City, SD 57701, USA
Provider Contact	Ryan Letterman
Board Notified	N/A

This is the Plan of Correction for Substance Use Disorder Treatment Services. The following administrative rules have been found to be out of compliance. A plan of correction is required to bring the provider into compliance. Continued non-compliance could lead to suspension or revocation of your accreditation.

POC Action #1

Administrative Rule:

67:61:02:20

An accredited agency shall notify the department before a change in the agency director, a reduction in services provided by the agency, or the impending closure of the agency. Upon receiving a notification under this section, the department must make a determination on the agency's continued accreditation.

An accredited agency shall give the department thirty days' written notice of closure. The agency shall provide the department with written documentation outlining the manner in which safe storage of financial records will be provided, for at least six years from the date of closure, and safe storage of client case records will be provided, for at least six years from the date of closure, as required by 42 C.F.R. § 2.19, in effect on October 1, 1999.

The department may assist in arranging for the continuation of services to clients by another accredited agency before the closing.

Summary of Non-Compliance Finding:

Buffalo Plains Recovery does not have a policy for notifying the Department of Social Services of the required changes.

Corrective Action:
Added language above to Section GOV-106 of our Policy & Procedure document. See attached.

Supporting Evidence:
Uploaded updated Policy & Procedure document.

How Maintained:
Through use of updated Policy & Procedure document.

Position Responsible:	Expected Completion Date:	Date Completed:
CEO	October 30, 2025	October 31, 2025

POC Action #2

Administrative Rule:
67:61:03:04
No agency may deny any person equal access to its facilities or services on the basis of race, color, religion, gender, ancestry, or national origin. No agency may deny any person equal access to its facilities or services on the basis of mental or physical illness, or disability, unless the illness or disability makes treatment offered by the agency non-beneficial or hazardous. Each agency shall ensure that it complies with the Americans with Disabilities Act, 42 U.S.C. §§ 12101 et seq., in effect on September 25, 2008, and 28 C.F.R. Part 36, in effect on January 17, 2017. The agency shall provide referral services to individuals not admitted to treatment.

Summary of Non-Compliance Finding:
Buffalo Plains Recovery has a non-discrimination policy but it is not clear if the language of the policy pertains to clients. Language in the policy such as "Buffalo Plains Recovery is committed to fair practices as an Equal Opportunity/Affirmative Action Employer regardless of race, color, religion, gender, national origin, age, disability, veteran status, marital status, or sexual orientation and gender identity" and "It is a violation of this policy to discriminate in the provision of employment opportunities, benefits, or privileges, to create discriminatory work conditions, or to use discriminatory evaluation standards in employment setting if the basis of that discriminatory treatment is, in whole or part in, the person's race, age, color, religion, national origin, disability, gender, marital status, sexual orientation or veteran status. The organization expressly prohibits all employment related activity which is in violation of any Federal, State, or local statute which outlaws' discrimination in employment", makes it appear as if this policy is for employees only.

Buffalo Plains Recovery must ensure their non-discrimination policy includes language for clients.

Corrective Action:
Provided additional language in Section ADM-105 of our Policy & Procedure document. See attached.

Supporting Evidence:

Uploaded updated Policy & Procedure document.

How Maintained:

Through use of updated Policy & Procedure document.

Position Responsible:	Expected Completion Date:	Date Completed:
CEO	October 30, 2025	October 31, 2025

POC Action #3

Administrative Rule:

67:61:06:02

A client has rights guaranteed under the constitution and laws of the United States and this state, including:

(1) The right to refuse prohibited treatment, as provided in SDCL 27A-12-3.22;
(2) The right to be free of any exploitation or abuse;
(3) The right to seek and have access to legal counsel;
(4) The right to have access to an advocate or an employee of the state's designated protection and advocacy system;
(5) The right to confidentiality, of all records, correspondence, and information relating to assessment, diagnosis, and treatment, in accordance with 42 U.S.C. § 290 dd-2, in effect on March 27, 2020, 42 C.F.R. Part 2, in effect on January 18, 2017, and 45 C.F.R. Parts 160 and 164, in effect on September 26, 2016; and
(6) The right to participate in decision-making related to treatment, to the greatest extent possible.

Summary of Non-Compliance Finding:

Buffalo Plains Recovery's client rights policy contains all required rights, but the rights form that clients sign at intake is missing the right to be free from exploitation and abuse, and the right to have access to an advocate.

Corrective Action:

Added language to the intake form specifying clients' rights to be free from exploitation and abuse and the right to have access to an advocate. See updated intake form attached.

Supporting Evidence:

Uploaded updated intake form.

How Maintained:

Through continued use of updated intake form.

Position Responsible:	Expected Completion Date:	Date Completed:
CEO	October 30, 2025	October 31, 2025

POC Action #4

Administrative Rule:

67:61:07:07

The program staff or direct care provider shall document, for each client, the progress and reasons for retaining the client at the present level of care and create an individualized plan of action to address the reasons for retaining the client at the present level of care. This document must be maintained in the client case record. It is appropriate to retain the client at the present level of care if:

(1) The client is making progress, but has not yet achieved the goals articulated in the individualized treatment plan. Continued treatment at the present level of care must be assessed, as necessary, to permit the client to continue working toward his or her treatment goals; or

(2) The client is not yet making progress, but has the capacity to resolve his or her problems. The client is actively working toward the goals articulated in the individualized treatment plan. Continued treatment at the present level of care must be assessed, as necessary, to permit the client to continue working toward his or her treatment goals; or

(3) A new problem or priority that is appropriately treated at the present level of care has been identified. The new problem or priority requires services, the frequency and intensity of which can only be delivered safely by continuing to stay at the current level of care. The client's level of care must be the least intensive level at which the client's new problem or priority can be addressed effectively.

The individualized plan of action to address the reasons for retaining the individual at the present level of care must be documented every:

(a) Two calendar days for clinically-managed, residential detoxification;
(b) Fourteen calendar days for early intervention services; intensive outpatient services; day treatment services; and medically-monitored, intensive inpatient treatment; and
(c) Thirty calendar days for outpatient treatment programs and clinically-managed, low-intensity residential treatment.

Summary of Non-Compliance Finding:

Six of eight reviewed Medically Monitored Intensive Inpatient Treatment files did not contain any continued service reviews. Continued Service Reviews must be completed every 14 days for Medically Monitored Intensive Inpatient Treatment clients and Intensive Outpatient Clients, every 30 days for clinically managed low intensity residential treatment, and every 2 days for clinically managed residential detoxification.

Corrective Action:

Buffalo Plains Recovery will implement the Adult Level 3.5 Continued Stay Form as outlined in ASAM 3 to be completed for all clients every two (2) weeks. This process will ensure consistent evaluation of each client’s ongoing clinical needs and appropriateness for their current level of care. The Continued Stay Form will be used in conjunction with the ASAM 4 Admission and Discharge Forms to provide comprehensive documentation supporting continued treatment services. The form has been made available within

Kipu

, located under the ASAM/Transfer tab.

Supporting Evidence:

Uploaded form.

How Maintained:

Continued use of form every 2 weeks.

Position Responsible:	Expected Completion Date:	Date Completed:
CEO	December 23, 2025	January 22, 2026

SIGNATURES

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.

Ryan Letterman

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

October 30, 2025

Date

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

Chris Kenyon

Printed Name of DSS Staff



10/31/2025, 9:03:26 AM

Signature of DSS Staff:

October 31, 2025

Date

COMPLETION DETAILS

COMPLETION DATE: January 22, 2026

The Department of Social Services, Office of Licensing and Accreditation has reviewed the actions taken by the agency to resolve the above items and has accepted the above plan as completed.

Chris Kenyon

Printed Name of DSS Staff



3/3/2026, 2:39:55 PM

Signature of DSS Staff:

January 22, 2026

Date