

Date Issued	February 27, 2026	Status	Closed
Provider Name	<u>KNOLLWOOD DISCOVERY CENTER</u>		
Provider ID	<u>016599295</u>		
Provider Address	<u>1701 Downing St, Rapid City, SD 57701, USA</u>		
Provider Contact	<u>Kellsie Judge</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:

67:42:17:43

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:

Program did not have documentation of current liability insurance during the inspection.

Corrections to be Made:

Program will need to submit documentation of current liability insurance to the Office of Licensing & Accreditation.

Corrections Made:

Program submitted documentation of current liability insurance to the Office of Licensing & Accreditation.

Anticipated Completion Date:
March 10, 2026

Date Completed:
March 11, 2026

Compliance Plan Action #2

Administrative Rule:

67:42:17:46

A provider shall complete pediatric first aid training every five years and maintain documentation of the training. A provider must be certified in pediatric cardiopulmonary resuscitation. The certification must include a hands-on skills test.

A provider shall work under supervision until the provider has completed the training required by this section. The supervisor shall have completed their pediatric first aid training and be certified in pediatric cardiopulmonary resuscitation.

Summary of Non-Compliance Finding:

Program has two providers who do not have current pediatric cardiopulmonary resuscitation certification.

Corrections to be Made:

Program will need providers to take a current pediatric cardiopulmonary resuscitation training and submit certification to the Office of Licensing & Accreditation.

Corrections Made:

Program submitted current pediatric cardiopulmonary resuscitation certification for one provider and notified the Office of Licensing & Accreditation that the other provider missing current pediatric cardiopulmonary resuscitation certification is no longer employed with program.

Anticipated Completion Date:

March 10, 2026

Date Completed:

March 11, 2026

Compliance Plan Action #3

Administrative Rule:

67:42:17:13

All child care providers, program employees age fourteen and older, and family day care household members age eighteen and older, shall meet federal background check requirements. An individual may not provide care, or work in a child care setting, if the individual's background check reveals:

- (1) A crime that indicates harmful behavior towards children;
- (2) A crime of violence, as defined in SDCL 22-1-2, or in a similar statute from another state;
- (3) A sex crime pursuant to SDCL chapters 22-22 or 22-24A, SDCL 22-22A-3, or similar statutes from another state;
- (4) A felony conviction for domestic abuse, physical assault, battery, kidnapping, or arson;
- (5) Any other felony conviction, within the preceding five years; or
- (6) A substantiated report of child abuse or neglect.

A family day care provider may not provide care in the provider's home, if any household member's background check reveals any item listed in this section.

A background check is required at least once every five years.

Summary of Non-Compliance Finding:

Program has one provider who does not have a cleared background check on file.

Corrections to be Made:

Program will need to submit a background check request on the provider to the Office of Licensing & Accreditation.

Corrections Made:

Program submitted a background check request on the provider to the Office of Licensing & Accreditation.

Anticipated Completion Date:

March 10, 2026

Date Completed:

March 11, 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.

Kellsie Judge

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

February 27, 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



Signature of DSS Staff:

February 24, 2026

Date

2/24/2026, 9:54:00 AM