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Date Issued	April 09, 2026	Status	Closed
Provider Name	HELPING HANDS CHILDCARE		
Provider ID	011102542		
Provider Address	901 6th Ave SW, Aberdeen, SD 57401, USA		
Provider Contact	Madeleine Gould		

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**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:**

One staff record missing 5 hours annual training.  
One staff record missing Level III orientation training.

**Corrections to be Made:**

Provide documentation of 5 hours training for the staff record missing it.  
Provide documentation of Level III orientation for the staff record missing it.

**Corrections Made:**

Documentation of the 5 hours training is on file for the staff record missing it.  
Documentation of the Level III orientation training is on file for the staff record missing it.

**Anticipated Completion Date:**  
March 12, 2026

**Date Completed:**  
March 02, 2026

## Compliance Plan Action #2

### **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:**

Three child records were missing current immunization records.

One child record missing an emergency contact, list of individuals that can pick up the child and written permission for emergency medical care.

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

Provide current immunizations for the three child records missing them.

Provide emergency contact, list of individuals authorized that can pick up the child and written permission for emergency medical care for the child record missing it.

### **Corrections Made:**

The three child records missing current immunizations have been updated.

The child record missing emergency contact, list of individuals authorized to pick up the child and written permission for emergency medical care has been updated.

**Anticipated Completion Date:**  
April 09, 2026

**Date Completed:**  
April 09, 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.**

Madeleine Gould

Printed Name of Provider/Agency Contact

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Signature of Provider/Agency Contact

March 02, 2026

Date

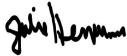
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**The Department of Social Services, Office of Licensing and Accreditation has reviewed and accepted the above plan.**

Julie Hermansen

Printed Name of DSS Staff

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2/12/2026, 4:41:10 PM

Signature of DSS Staff:

February 12, 2026

Date

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