

Date Issued	April 09, 2026	Status	Closed
Provider Name	CROOKS COMMUNITY CHILD CARE CENTER		
Provider ID	011515297		
Provider Address	105 S West Ave, Crooks, SD 57020, USA		
Provider Contact	Melissa Boehms		

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:

67:42:17:27

Before any medication is administered to a child, permission of the parent or guardian must be documented and must include the name of the child, the name of the medication, and the dates, times, and dosage of the medication.

The medication must be provided by the parent and kept in the original container, with the original label. The label for a prescription medication must contain the child's name, the amount and frequency of dosage, the expiration date, the physician or other licensed practitioner's name, and instructions for storage. The medication must be returned to the parent when no longer needed or expired.

The provider shall document, in the child's record, any medication administered to a child and shall include the dose, the name of the child, the time and date administered, and the name of the person administering the medication. The documentation must be retained for at least six months and be made available to the child's parent upon request.

Summary of Non-Compliance Finding:

At the time of inspection, a medication authorization form for a child's non-prescription medication did not outline a thirty-day end date.

Corrections to be Made:

The provider will ensure that the child's medication authorization form outlines a thirty-day end date.

Corrections Made:

Verification of compliance was received.

Anticipated Completion Date:
April 29, 2026

Date Completed:
April 14, 2026

Compliance Plan Action #2

Administrative Rule:

67:42:17:29

A provider shall have a written care plan for each child who has a known food allergy. The plan must contain instructions

regarding any food allergens, steps to be taken to avoid that food, and a detailed treatment plan to be implemented if the child has an allergic reaction.

Summary of Non-Compliance Finding:

During the inspection, a child's prescribed EpiPen, as outlined in the treatment plan, was found to be expired, and one child with a known food allergy did not have a written allergy care plan available.

Corrections to be Made:

The provider will ensure that a current, unexpired EpiPen is obtained and maintained for the child with allergies, and that a written allergy care plan is obtained for the child with a known food allergy.

Corrections Made:

Verification of a written allergy care plan for the child with known food allergies was received on April 27, 2026.

Verification of the child's EpiPen was received on May 14, 2026.

Anticipated Completion Date:
May 05, 2026

Date Completed:
May 14, 2026

Compliance Plan Action #3

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:

At the time of inspection, documentation of a current immunization record was not available for one child.

Corrections to be Made:

The provider will ensure that current immunizations are obtained and maintained for the child.

Corrections Made:

Verification of compliance was received.

Anticipated Completion Date:

April 29, 2026

Date Completed:

April 09, 2026

Compliance Plan Action #4**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:

At the time of inspection, it was identified that several employees did not have current CPR certification, two employees' start dates were unavailable, one employee's background check eligibility letter was unavailable, one employee did not have a signed Child Abuse and Neglect statement on file, one employee had not completed Level II Health & Safety training within the required time frame, and two employees' orientation documentation was missing required certificates.

Corrections to be Made:

The provider will ensure that all required information is obtained, maintained, and routinely reviewed for each identified employee's file, as well as for all employees moving forward, to ensure compliance with regulatory requirements.

Corrections Made:

The provider submitted verification for each compliance item, along with a written plan outlining thirty- and sixty-day audits to ensure that all required employee file documentation is routinely obtained and maintained.

Anticipated Completion Date:

April 29, 2026

Date Completed:

May 05, 2026

Compliance Plan Action #5

Administrative Rule:

67:42:17:17

All providers shall, within ninety days after the date of employment, complete and obtain documentation of orientation training in the following areas:

- (1) Prevention and control of infectious diseases;
- (2) Prevention of sudden infant death syndrome and the use of safe sleep practices, if infant care is provided;
- (3) Administration of medication;
- (4) Prevention of and response to an emergency due to food allergies and other allergic reactions;
- (5) Building and physical premises safety;
- (6) Prevention of shaken baby syndrome and abusive head trauma, if infant care is provided;
- (7) Emergency preparedness and response planning for an emergency resulting from a natural disaster or man-caused event;
- (8) Handling and storage of hazardous materials and the appropriate disposal of biological contaminants;
- (9) Precautions in transporting a child, if the program provides transportation;
- (10) Recognition and reporting of child abuse and neglect;
- (11) Pediatric first aid;
- (12) Pediatric cardiopulmonary resuscitation; and
- (13) Child development.

Before a provider may care for children without supervision, the provider must complete orientation training in each of the areas listed in this section.

Summary of Non-Compliance Finding:

At the time of inspection, it was identified that two employees did not complete Level I Orientation training within 90 days of their employment.

Corrections to be Made:

The provider will ensure that both employees complete Level I Orientation training and that documentation is obtained and maintained in each employee's file.

Corrections Made:

The provider submitted verification for each compliance item, along with a written plan outlining thirty- and sixty-day audits to ensure that all required employee file documentation is routinely obtained and maintained.

Anticipated Completion Date:

April 29, 2026

Date Completed:

April 21, 2026

Compliance Plan Action #6

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:

During the inspection, it was observed that two employees did not have current five-year background check eligibility letters on file.

Corrections to be Made:

The provider will ensure that current background check eligibility letters are obtained for the two employees.

Corrections Made:

Verification of compliance received.

Anticipated Completion Date:

April 29, 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.

Mel Peterson

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

April 09, 2026

Date

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

Morgan Giraldo

Printed Name of DSS Staff



4/8/2026, 3:04:32 PM

Signature of DSS Staff:

April 08, 2026

Date