

Date Issued	May 14, 2026	Status	Closed
Provider Name	CYNTHIA ORSBORN		
Provider ID	010611115		
Provider Address	12 Anamosa St, Rapid City, SD 57701, USA		
Provider Contact	CYNTHIA ORSBORN		

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:**

67:42:17:23

A family day care provider may care for up to twelve children in the provider's home. A family day care provider shall, at all times, supervise children by hearing or seeing children and be close enough to intervene.

If only one provider is present, no more than four of the children may be under the age of two years, and no more than three of those children may be under the age of one.

If a family day care assistant is present, no more than eight children may be under the age of two.

A family day care provider's own children, if under the age of six, must be included in the total capacity and ratio.

**Summary of Non-Compliance Finding:**

Provider was caring for 13 children at the time of the inspection.

**Corrections to be Made:**

The provider may care for no more than 12 children at any given time.

**Corrections Made:**

The Office of Licensing & Accreditation completed a follow-up visit on 4/28/26. The provider was meeting required ratios at the time of the inspection. Ratios were reviewed with the provider, and she acknowledged that she may not exceed 12 children in care.

**Anticipated Completion Date:**  
May 14, 2026

**Date Completed:**  
April 28, 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:**

Children's records were not available at the time of the inspection.

**Corrections to be Made:**

The provider must submit or provide verification to the Office of Licensing & Accreditation of records for all children in care.

**Corrections Made:**

The Office of Licensing & Accreditation completed a follow-up visit on 4/28/26. Records were reviewed and were found to contain all required child information.

**Anticipated Completion Date:**  
May 14, 2026

**Date Completed:**  
April 28, 2026

**Compliance Plan Action #3**

**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:**

Verification of the pet vaccinations were not available at the time of the inspection. A dirty potty training pad was accessible to children.

**Corrections to be Made:**

The provider must submit verification of the pet's current vaccination record to the Office of Licensing and Accreditation.

The potty training pad was immediately moved to an area inaccessible to children.

**Corrections Made:**

The Office of Licensing and Accreditation completed a follow-up visit on 4-28-26. Pet immunizations were viewed. The potty training pad was moved and no longer accessible to children.

**Anticipated Completion Date:**  
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**Date Completed:**  
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**Compliance Plan Action #4**

**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 had a bottle a bleach accessible to children.

**Corrections to be Made:**

All cleaning supplies must be inaccessible to children. Verification of completion must be submitted to the Office of Licensing and Accreditation.

**Corrections Made:**

The Office of Licensing and Accreditation completed a follow-up visit on 4-28-26. All cleaning supplies had been moved and were inaccessible to children.

**Anticipated Completion Date:**  
May 01, 2026

**Date Completed:**  
April 28, 2026

**Compliance Plan Action #5**

**Administrative Rule:**

67:42:17:37

Center and school-age programs operating outside of a school building shall follow applicable construction and fire

safety requirements, as outlined in chapters 61:15:05 and 61:15:06. School-age programs operating in a school building shall follow applicable construction and fire safety requirements, as outlined in chapters 61:15:01, 61:15:02, and 61:15:07.

A family day care home must have the following fire safety measures in place:

- (1) A working smoke detector must be located on each level of the home;
- (2) A fully charged, portable fire extinguisher, with a minimum 2A rating, as identified on the extinguisher label, must be kept in or within fifteen feet of the kitchen or food preparation area;
- (3) A carbon monoxide detector must be installed, according to the manufacturer's instructions, if a fuel burning appliance is present in the home;
- (4) Each level of the home must have at least two remote exits that shall remain clear of obstructions. One of these exits must be a standard-sized door, and the other may be either a standard-sized door or an unobstructed, operable window, having at least five square feet of openable space, with a minimum width of twenty inches and a minimum height of twenty-four inches; and
- (5) Whenever a portable space heater, a wood burning stove, or a fireplace is in use, the heater, stove, or fireplace must be inaccessible to children.

**Summary of Non-Compliance Finding:**

Both exits were blocked.

**Corrections to be Made:**

Exits must be clear of obstructions. The exits must be cleared immediately and verification must be sent to the Office of Licensing and Accreditation.

**Corrections Made:**

The Office of Licensing & Accreditation completed a follow-up visit on 4/28/26. All exits on the main level where child care is provided were unobstructed and clear.

**Anticipated Completion Date:**  
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**Date Completed:**  
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**Compliance Plan Action #6**

**Administrative Rule:**

67:42:17:39

For family day care providers, unused electrical outlets must have an outlet plug cover, have a tamper-resistant cover, or be made inaccessible to a child.

For center and school-age programs, unused electrical outlets must have a self-closing outlet cover or tamper-resistant cover.

**Summary of Non-Compliance Finding:**

Several electrical outlets did not have protective covers.

**Corrections to be Made:**

All electrical outlets accessible to children must be covered and verification of completion must be submitted to the Office of Licensing and Accreditation.

**Corrections Made:**

The Office of Licensing and Accreditation completed a follow-up visit on 4-28-26. Electrical outlets that were accessible to children were covered.

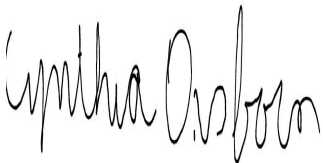
**Anticipated Completion Date:**  
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**Your signature below certifies you have read and understand the non-compliance findings and agree to make corrections to be compliant with the identified administrative rules.**

CYNTHIA ORSBORN

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

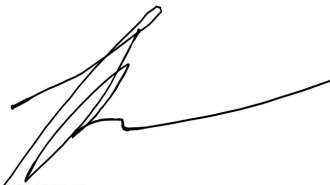
May 12, 2026

Date

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

Tina Uecker

Printed Name of DSS Staff



4/24/2026, 8:14:31 AM

Signature of DSS Staff:

April 24, 2026

Date