

Date Issued	May 15, 2026	Status	Closed
Provider Name	TROJAN LEARNING CENTER		
Provider ID	014512570		
Provider Address	407 N 1st St, Parkston, SD 57366, USA		
Provider Contact	Alyssa Kohler		

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:

67:42:17:22

A program that serves twenty or fewer children, and routinely operates a mixed age group, shall meet a ratio of ten children to one staff. Each provider may care for a maximum of four children under the age of two, with no more than two children under the age of one.

A center program that serves more than twenty children in a mixed age group, must:

- (1) Maintain a ratio of five children to one staff, if the group includes three or more children under the age of three; and
- (2) In all other circumstances, maintain the children to staff ratio that is based on the age range of the majority of children in the group.

Children of program employees must be included in determining the children to staff ratio.

Summary of Non-Compliance Finding:

At the time of the inspection, one provider was alone with six children in the infant room and one provider was alone with 14 children in the preschool room. A provider who was performing cooking duties was reported to be part of the ratio; staff performing cooking duties cannot be counted in ratio as active supervision and care is required by providers counted in ratio.

Corrections to be Made:

The required staff to child ratios must be maintained at all times.

Corrections Made:

Verification was received that the program corrected the issue by scheduling an extra provider and transitioning children to different classrooms to assure that ratios are maintained at all times.

Anticipated Completion Date:
May 28, 2026

Date Completed:
June 25, 2026

Compliance Plan Action #2

Administrative Rule:

67:42:17:19

Maximum group sizes are determined by individual room capacity and all space used must be approved for care by the department.

The provider shall ensure the number of children in care at any given time does not exceed the capacity identified on the license. Children of program employees must be included in the group size.

The provider shall ensure children to staff ratios are maintained in all settings, including large indoor and outdoor space; in spaces where more than twenty children are allowed, providers shall identify which children each provider is responsible to supervise; and when room capacity does not align with the ratio requirements, a maximum of three additional children may be included in the room capacity as long as ratios are maintained.

Summary of Non-Compliance Finding:

The room capacity for the preschool room (12 children) was not being maintained at the time of the inspection; approval has not been requested to care for additional children in the room.

Corrections to be Made:

Room capacities must be maintained unless approval has been given to care for additional children in the room.

Corrections Made:

Verification was received that groups are divided when needed to assure that room capacities are maintained.

Anticipated Completion Date:

May 28, 2026

Date Completed:

June 25, 2026

Compliance Plan Action #3**Administrative Rule:**

67:42:17:26

A nap mat, blanket, or other sleep surface, other than the floor, for children over one year of age must be available for each child during nap time.

A sleep surface must be maintained in good repair.

A provider shall follow the safe sleep practices contained in **Caring for Our Children: National Health and Safety Performance Standards, 4th Edition**, for infants under the age of one.

Summary of Non-Compliance Finding:

During the inspection, two infants were observed to be sleeping in a bouncy seat with a loose blanket. The infants had fallen asleep in the seat and the provider had not yet moved the infants due to other childcare duties they were performing.

Corrections to be Made:

Providers must follow the safe sleep practices outlined in Caring for Our Children: National Health and Safety Performance Standards, 4th Edition for infants under one year of age. Infants must be placed to sleep in a crib or pack-and-play, and the sleep environment must remain free of loose bedding and soft items, including blankets, stuffed animals, and similar objects.

Corrections Made:

The loose blankets were immediately removed when noted during the inspection and the infants were moved to a pack and play to sleep. Verification was received that safe sleep information was posted in the infant room to remind providers of safe sleep practices, and the bouncy seats, baby swings and blankets were removed from/not allowed in the room.

Anticipated Completion Date:
May 28, 2026

Date Completed:
April 28, 2026

Compliance Plan Action #4

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:

Medication was maintained at the program when it was no longer needed and/or without a current medication consent form on file.

Corrections to be Made:

Medication must be returned to the parent when it is no longer needed.

Corrections Made:

Medication that was no longer needed was returned to families.

Anticipated Completion Date:
May 27, 2026

Date Completed:
May 04, 2026

Compliance Plan Action #5

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:

Information was needed for 10 child records, including updated immunization records needed for seven child files and missing immunization records for two children. Two of the children were also due to complete immunizations.

Corrections to be Made:

Required information must be obtained for the child records.

Corrections Made:

Corrections were not completed within the designated timeframe; a Corrective Action Plan was implemented to assist the program with achieving compliance.

Anticipated Completion Date:
May 28, 2026

Date Completed:
June 26, 2026

Compliance Plan Action #6

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:

Information was needed for 12 provider files. Three provider files were not available for review. Of the remaining nine files reviewed, missing information included background check results for three providers, verification of current CPR certification for seven providers, documentation of 2025 annual training for seven providers, and a start date for one provider.

Corrections to be Made:

Needed information must be obtained for the files.

Corrections Made:

Corrections were not completed within the designated timeframe; a Corrective Action Plan was implemented to assist the program with achieving compliance.

Anticipated Completion Date:
May 28, 2026

Date Completed:
June 26, 2026

Compliance Plan Action #7

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:

Three providers did not have verification of orientation training on file. Two providers have worked at the program over 90 days and one provider had worked at the program for less than 90 days, but was caring for children without supervision.

Corrections to be Made:

Verification of required training must be obtained.

Corrections Made:

Corrections were not completed within the designated timeframe; a Corrective Action Plan was implemented to assist the program with achieving compliance.

Anticipated Completion Date:
May 28, 2026

Date Completed:
June 26, 2026

Compliance Plan Action #8

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:

Verification of current liability insurance was not available at the time of inspection. All providers were not aware of emergency preparedness plan requirements.

Corrections to be Made:

Required verification of liability insurance must be obtained. Training must be completed with all providers on the emergency preparedness plan.

Corrections Made:

Verification of current liability insurance was received. The director verified that all providers received training on the emergency preparedness plan and training will be completed with all new providers when hired.

Anticipated Completion Date:

May 28, 2026

Date Completed:

June 25, 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.

Jada Jensen

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

May 15, 2026

Date

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

Deb Bigge

Printed Name of DSS Staff



5/5/2026, 11:12:08 AM

Signature of DSS Staff:

May 05, 2026

Date