

Date Issued	July 07, 2026	Status	Closed
Provider Name	HARVEY DUNN CLC		
Provider ID	018043148		
Provider Address	2400 S Bahnson Ave, Sioux Falls, SD 57103, USA		
Provider Contact	Kyle Hoffman		

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:

There was one medication on site that did not have a current medication authorization form. Additionally, there were multiple medication authorization forms that did not have a stop date.

Corrections to be Made:

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.

Corrections Made:

All medication on site now has a current medication authorization form with stop dates.

Anticipated Completion Date:
July 30, 2026

Date Completed:
July 10, 2026

Compliance Plan Action #2

Administrative Rule:

67:42:17:30

Providers shall post a weekly menu that indicates meals and snacks to be served that week.

Summary of Non-Compliance Finding:

At the time of the inspection, there was not a weekly menu posted.

Corrections to be Made:

Providers shall post a weekly menu that indicates meals and snacks to be served that week.

Corrections Made:

A weekly menu was posted.

Anticipated Completion Date:
July 30, 2026

Date Completed:
July 07, 2026

Compliance Plan Action #3

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:

There was one written allergy care plan that needed to be updated.

Corrections to be Made:

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

Corrections Made:

The program obtained an updated written allergy care plan for a child with a known food allergy.

Anticipated Completion Date:
July 30, 2026

Date Completed:
July 14, 2026

Compliance Plan Action #4

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:

The program only practiced and documented one lockdown drill in the previous year.

Corrections to be Made:

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.

Corrections Made:

Program administration is aware of annual drill and documentation requirements which will be followed moving forward.

Anticipated Completion Date:

July 30, 2026

Date Completed:

July 10, 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:

There was two children records that did not include all the required information outlined in ARSD 67:42:17:42.

Corrections to be Made:

All children records shall include the required information outlined in ARSD 67:42:17:42.

Corrections Made:

Both children records were updated to include all the required information outlined in ARSD 67:42:17:42.

Anticipated Completion Date:

July 30, 2026

Date Completed:

July 14, 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.

Kyle Hoffman

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

July 07, 2026

Date

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

Brooke Flemmer

Printed Name of DSS Staff



Signature of DSS Staff:

July 06, 2026

Date

7/6/2026, 10:53:21 AM