

Date Issued	August 11, 2026	Status	Closed
Provider Name	LATCHKEY BEFORE & AFTER SCHOOL		
Provider ID	010605534		
Provider Address	724 N Sanborn St, Canton, SD 57013, USA		
Provider Contact	Sarah Pearson		

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:

The program had an expired inhaler for a child in care.

Corrections to be Made:

The program will obtain a new inhaler and return the expired one to the parents. After receiving the new inhaler, the program will submit verification of completion to the Office of Licensing and Accreditation.

Corrections Made:

The program was informed that the child no longer requires the inhaler. The expired inhaler was returned to the parent.

Anticipated Completion Date:
September 03, 2026

Date Completed:
August 10, 2026

Compliance Plan Action #2

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:

During the inspection, CPR certification for one provider could not be verified

Corrections to be Made:

The program will obtain the provider's current CPR certification and submit a copy to the Office of Licensing and Accreditation.

Corrections Made:

The program submitted an updated CPR certification to the Office of Licensing and Accreditation.

Anticipated Completion Date:
September 03, 2026

Date Completed:
August 10, 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.

Sarah Pearson

Printed Name of Provider/Agency Contact



Signature of Provider/Agency Contact

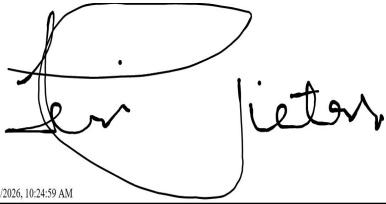
August 10, 2026

Date

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

Teri Pieters

Printed Name of DSS Staff

A handwritten signature in black ink, appearing to read "Teri Pieters". The signature is written in a cursive style with a large loop at the beginning and a long horizontal stroke at the end.

8/3/2026, 10:24:59 AM

Signature of DSS Staff:

August 03, 2026

Date