COMPLIANCE PLAN
OFFICE OF LICENSING & ACCREDITATION

South Dakota Department of Social Services

Date Issued	October 22, 2026	Status	In Process

Provider Name	Unki Takoja OTI Daycare Center
Provider ID	015401867
Provider Address	16 Wohpe Lane Eagle Butte, SD 57625
Provider Contact	Candace Hollow Horn

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:

67:42:17:29

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:

One child record was missing a written care plan for a food allergy.

Corrections to be Made:

Provide a written care plan for a food allergy for the child record missing it.

Corrections Made:

Anticipated Completion Date: October 21, 2026

Date Completed:

Compliance Plan Action #2

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:

There was no documentation of two lockdown drills for 2025.
The program was unable to locate their written emergency preparedness and response plan at the time of the inspection.

Corrections to be Made:

Conduct two lockdown drills and provide documentation of the drill dates.
Provide documentation of the written emergency preparedness and response plan.

Corrections Made:

Two lockdown drills dates were provided for 2025.

Anticipated Completion Date: October 29, 2026

Date Completed:

Compliance Plan Action #3

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:

Two staff records were missing 10 hours of annual training for 2025.
Two staff records were missing current CPR certification.

Two staff records were missing Level I Orientation training.

Corrections to be Made:

Provide documentation of 10 hours of annual training for the two staff records missing it.
Provide documentation of current CPR certification for the two staff records missing it.
Provide documentation of Level I Orientation training for the two staff missing it.

Corrections Made:

Anticipated Completion Date:
October 22, 2026

Date Completed:

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.

Candace Hollow Horn
Printed Name of Provider/Agency Contact

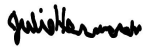


Signature of Provider/Agency Contact

October 22, 2026
Date

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

Julie Hermansen
Printed Name of DSS Staff



9/29/2026, 12:45:21 PM
Signature of DSS Staff:

September 29, 2026
Date