

Program Inspection Compliance Plan

Provider's Name: **Playpens & Puzzles**

City: **Pierre**

Provider Number: **010605976**

Inspector: **Shannon Terhark**

Date of Inspection: **08/03/2022**

Time of Inspection: **10:48 AM**

The items listed below are those that the provider was not in compliance with at the time of the inspection.

A. Program Activities, Schedule and Environment

2. Are activity plans developed and implemented that offer a variety of activities to meet the needs of various age groups? 67:42:10:10

Corrections To Be Made:

Activity plans need to be developed. The program does not have activity plans for the summer.

The activity plans need to be developed and implemented that offer a variety of activities to meet the needs of various age groups.

Current lesson plans are completed and posted.

Agency Action:

Compliance Plan

Suggested
Completion
Date:

08/10/2022

Actual
Completion
Date:

08/09/2022

Status: **Corrected**

8. Does the program have a written daily schedule? 67:42:10:10

Corrections To Be Made:

A daily schedule needs to be completed and posted.

The program needs to have a written daily schedule.

The daily schedule is completed and posted.

Agency Action:

Compliance Plan

Suggested
Completion
Date:

08/10/2022

Actual
Completion
Date:

08/09/2022

Status: **Corrected**

B. Program Practices

13. Do discipline methods prohibit use of: humiliating & frightening punishment i.e. withholding or forcing food; use of substances i.e. soap, hot pepper sauce, pepper; hitting, pinching, biting, shaking, spanking, etc.; peer administered discipline; restriction of movement; use of verbal abuse, threats, derogatory remarks? 67:42:10:11

Corrections To Be Made:	Agency Action:	
High chairs are used for time out purposes.	Compliance Plan	
High chairs should not be used for time out due to restriction of a child's movement.	Suggested Completion Date:	Actual Completion Date:
The discipline requirements have been reviewed with staff. High chairs will no longer be used for discipline purposes.	08/03/2022	09/06/2022
	Status: Corrected	

E. Nutrition and Meal Planning

33. Is a weekly menu posted that records actual food served? 67:42:10:13

Corrections To Be Made:	Agency Action:	
Food served for breakfast and afternoon snacks needs to be included on the menu.	Compliance Plan	
A weekly menu must be posted that records actual food served.	Suggested Completion Date:	Actual Completion Date:
The menu, which includes breakfast and snacks, has been updated and posted.	08/10/2022	08/09/2022
	Status: Corrected	

G. Record Keeping, Posting Information and Fire & Tornado Drills

40. Are staff records complete? 67:42:10:09 Note: Staff records are to be maintained at the facility for 6 months following the end of employment.

Corrections To Be Made:

KF - Address & Phone Number, Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check, C A/N Report Statement, Timely Orientation, CPR, Training
BG - Address & Phone Number, Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check, C A/N Report Statement
BG - Training
CS - Training
LS - Training

Agency Action:**Compliance Plan**

Suggested
Completion
Date:

09/03/2022

Actual
Completion
Date:

09/14/2022

Status: **Corrected**

41. Are children's records complete? 67:42:16:13 Note: Children's records are to be maintained at the facility for 6 months following the date care ceases.

Corrections To Be Made:

BA - Enrollment Date
TD - Enrollment Date
MG - Enrollment Date, Information Sheet, Emergency Contact, Emergency Permission
EH - Immunization Records
HK - Enrollment Date
CM - Enrollment Date
HM - Enrollment Date, Emergency Permission, Immunization Records
CR - Enrollment Date
RR - Immunization Records
AS - Emergency Contact
LS - Enrollment Date
OT - Enrollment Date
TT - Enrollment Date

Agency Action:**Compliance Plan**

Suggested
Completion
Date:

09/03/2022

Actual
Completion
Date:

09/06/2022

Status: **Corrected**

J. Written Program Policies

60. Policies related to requirement for whether or not transportation is provided? If provided, does the policy include use of child passenger restraint systems for children in care, following current laws and each vehicle will only carry the number of children allowed by vehicle passenger capacity determined by number of safety belts installed in the vehicle? 67:42:10:10

Corrections To Be Made:	Agency Action:	
The written policies need to include a transportation policy relating to use of child passenger restraint systems for children in care, following current laws and each vehicle will only carry the number of children allowed by vehicle passenger capacity determined by number of safety belts installed in the vehicle.	Compliance Plan	
	Suggested Completion Date:	Actual Completion Date:
The program policies need to be updated to include the requirements as outlined in ARSD 67:42:10:10.	09/03/2022	08/09/2022
The program policies have been updated.	Status: Corrected	

67. Policies related to requirements for each child care worker to be at least 18 years of age and supervised by director/program planner; and secondary child care workers must be at least 14 years of age and work under the direct and constant supervision of an adult? 67:42:10:10

Corrections To Be Made:	Agency Action:	
The written policies need to include policies related to requirements for each child care worker to be at least 18 years of age and supervised by director/program planner; and secondary child care workers must be at least 14 years of age and work under the direct and constant supervision of an adult.	Compliance Plan	
	Suggested Completion Date:	Actual Completion Date:
The program policies need to be updated to include the requirements as outlined in ARSD 67:42:10:10.	09/03/2022	08/09/2022
The program policies have been updated.	Status: Corrected	

69. Policy related to requiring volunteers used to fill staff member positions, to meet the requirements for the position they are filling? 67:42:10:10

Corrections To Be Made:	Agency Action:	
The written policies need to include policy related to requiring volunteers used to fill staff member positions, to meet the requirements for the position they are filling.	Compliance Plan	
	Suggested Completion Date:	Actual Completion Date:
The program policies need to be updated to include the requirements as outlined in ARSD 67:42:10:10.	09/03/2022	08/09/2022
The program policies have been updated.	Status: Corrected	

71. Policies related to requirement that no staff member will have a conviction of a felony within the past five years, a sex offense, a crime of violence, or a crime against children? 67:42:10:10

Corrections To Be Made:

The written policies need to include a policy related to requirement that no staff member will have a conviction of a felony within the past five years, a sex offense, a crime of violence, or a crime against children.

The program policies need to be updated to include the requirements as outlined in ARSD 67:42:10:10.

The program policies have been updated.

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09/03/2022

Actual
Completion
Date:

08/09/2022

Status: **Corrected**

72. Policies related to requirement that no staff member's name will be located on the Sex Offender Registry? 67:42:10:10

Corrections To Be Made:

The written policies need to include a policy relating to requirement that no staff member's name will be located on the Sex Offender Registry.

The program policies need to be updated to include the requirements as outlined in ARSD 67:42:10:10.

The program policies have been updated.

Agency Action:

Compliance Plan

Suggested
Completion
Date:

09/03/2022

Actual
Completion
Date:

08/09/2022

Status: **Corrected**

Lindsay Strohfus

Provider Signature

08/03/2022

Date

Shannon Terhark

Inspector Signature

08/03/2022

Date