Program Inspection
Compliance Plan

Provider's Name:	**St Michael School**	City:	**Sioux Falls**	Provider Number:	**018041884**
Inspector:	**Rita Trager**	Date of Inspection:	**11/13/2023**	Time of Inspection:	**2:45 PM**

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

B. Provider Practices

15. Is written consent obtained from each child ' s parent before administering all prescription and non-prescription medication? Does the consent include the child ' s name, name of medication and the dates, times, and dosage of the medication to be administered? 67:42:17:27

Corrections To Be Made:

Program was not obtaining written permission from parents to administer non-prescription medications. The site coodinator was advised of the requirement.

Written consent must be obtained from each child's parent before administering all prescription and non-prescription medication. The consent needs to include the child's name, name of medication and the dates, times, and dosage of the medication to be administered

***Correction: The program will obtain written permission from parents to administer any and all medications beginning immediately and moving forward**

Agency Action:

Compliance Plan

Suggested Completion Date:	Actual Completion Date:
11/14/2023	**11/14/2023**

Status: **Corrected**

16. Is medication administered to each child documented, which includes the child ' s name, dose, time, date given, and name of the individual administering the medication? 67:42:17:27

Corrections To Be Made:

Program was not documenting when non prescription medications were administered.

The medication administered to each child must be documented and include the child's name, dose, time, date given, and name of the individual administering the medication.

***Correction: Documentation of medication administration will begin immediately.**

Agency Action:

Compliance Plan

Suggested Completion Date:	Actual Completion Date:
11/14/2023	**11/14/2023**

Status: **Corrected**

C. Posting Information/ Emergency Preparedness/ Record Keeping/ Provider Qualifications

36. Do children ' s records include names of authorized individuals to pick up the children; health information including allergies or special needs; start and end date of enrollment? 67:42:17:42

Corrections To Be Made:

Enrollment date to be added to all children's records. One child is missing permission for emergency medical care.

***Corrections: The enrollment date has been documented on all children's records. The permission for emergency medical care documentation has been received for the one child.**

Agency Action:

Compliance Plan

Suggested Completion Date:	Actual Completion Date:
11/21/2023	**12/07/2023**

Status: **Corrected**

39. Do employee records contain all required information? 67:42:17:15

Corrections To Be Made:

BB - Sex Offender Registry Check, FBI Check, NCIC Check, Orientation Complete, CPR, Training
RG - Central Registry Check
KH - Orientation Complete, Training
NP - Orientation Complete, Training
JP - Orientation Complete, Training
HW - Orientation Complete, Training

Agency Action:

Compliance Plan

Suggested Completion Date:	Actual Completion Date:
11/30/2023	**12/07/2023**

Status: **Corrected**

42. Have providers and assistants completed orientation training within 90 days after the date of employment and before caring for children unsupervised? 67:42:17:17

Corrections To Be Made:

Several employees were missing the Child Abuse Neglect training from the orientation training series.

All orientation training topics are to be completed within 90 days after the date of employment or before caring for children unsupervised.

***Correction: Documentation received that the employees completed the Child Abuse Neglect training as required.**

Agency Action:

Compliance Plan

Suggested Completion Date:	Actual Completion Date:
11/30/2023	**12/07/2023**

Status: **Corrected**

Kelsey Hand	11/14/2023	Rita Trager	11/14/2023
Provider Signature	Date	Inspector Signature	Date