

Program Inspection Compliance Plan

Provider's Name: **Karen 4 Kids**

City: **Yankton**

Provider Number: **018042674**

Inspector: **Deb Bigge**

Date of Inspection: **04/26/2023**

Time of Inspection: **1:01 PM**

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

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

39. Does the program have documentation 4 fire drills and 1 tornado drill were conducted in the past year?
67:42:10:18

Corrections To Be Made:

Documentation of one fire and one tornado drill completed in 2022 was available during the inspection.

At least four fire drills and one tornado drill are to be completed yearly. A fire drill and a tornado drill are to be completed within the next month.

Verification was received of required drills completed and Provider will assure that sufficient drills are completed yearly going forward.

Agency Action:

Compliance Plan

Suggested
Completion
Date:

Actual
Completion
Date:

05/26/2023

05/11/2023

Status: **Corrected**

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:

SH - Training

AL - Training

EL - Central Registry Check, Sex Offender Registry Check, Criminal Record Check, Timely Orientation, Training

BP - Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check, Timely Orientation, CPR, Training

AT - Training

KT - Timely Orientation, Training

BV - Three References, Central Registry Check, Sex Offender Registry Check, Criminal Record Check

Agency Action:

Compliance Plan

Suggested
Completion
Date:

Actual
Completion
Date:

05/10/2023

05/11/2023

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:

CB - Immunization Records
NDP - Immunization Records
SE - Immunization Records
WE - Enrollment Date, Information Sheet, Emergency Contact, Emergency
Permission, Immunization Records
BF - Immunization Records
AH - Emergency Permission
BH - Immunization Records
OH - Immunization Records
JK - Immunization Records
AK - Enrollment Date, Information Sheet, Emergency Contact, Emergency
Permission
BK - Enrollment Date, Information Sheet, Emergency Contact, Emergency
Permission
CK - Emergency Permission
AP - Emergency Permission, Immunization Records
CR - Emergency Permission, Immunization Records
SS - Immunization Records
HS - Immunization Records
WS - Enrollment Date, Information Sheet, Emergency Contact, Emergency
Permission, Immunization Records
SS - Immunization Records
KS - Immunization Records
VS - Emergency Permission, Immunization Records
YS - Immunization Records
GS - Emergency Permission, Immunization Records
AT - Emergency Permission, Immunization Records
JT - Enrollment Date, Emergency Permission
AW - Immunization Records

Agency Action:

Compliance Plan

Suggested
Completion
Date:

05/10/2023

Actual
Completion
Date:

05/31/2023

Status: **Corrected**

Shayla Hjelm

Provider Signature

06/01/2023

Date

Deb Bigge

Inspector Signature

06/01/2023

Date