

Corrective Action Plan

Date Issued	December 4, 2024	Status Completed
Provider Name	<u>Building Blocks</u>	
Program Type	<u>Day Care Center</u>	
Provider Number	<u>018043206</u>	
Program Address	<u>1714 Frontier Street</u> <u>Brandon, SD 57005</u>	
Provider Contact	<u>Suzie Swan, Owner</u>	

The following administrative rule has been found to be out of compliance. A corrective action plan is required to bring the provider into compliance.

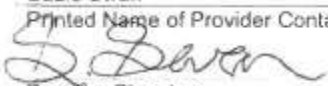
Corrective Action Plan # 1
Administrative Rule
67:42:17:20. Supervision -- Center and school-age programs. A center provider supervising children must be in the same room with the children or on the playground with the children and must be able to see or hear the children, at all times.
Summary of Non-Compliance Finding
On November 26 th , 2024, a child in the provider’s care left the building unsupervised and remained unattended for approximately eight minutes before classroom providers were alerted of the missing child.
Corrective Action (policy/procedure, training, environmental changes, etc.):
<p>The Provider has proposed the following plan for correction:</p> <ul style="list-style-type: none"> The Preschool classroom providers will accompany children to and from the bathroom in groups and will not allow children to return to the classroom by themselves. All classroom providers have increased the frequency of headcounts throughout the day to ensure all children are accounted for. <p>The Office of Licensing & Accreditation (OLA) will additionally require the following to ensure correction:</p> <ul style="list-style-type: none"> Providers will conduct face-to-name checks when transitioning to and from the classroom and at each staffing change within a room. The transition tracking sheets must also document that all areas of the playground and classroom have been checked before transitioning. All providers will complete the “Beyond Counting Heads” training provided by Sanford Children’s CHILd Services by December 20, 2024. The program director will contact Sanford Children’s CHILd Services to schedule this training by December 6, 2024.
Supporting Evidence:
<ul style="list-style-type: none"> The program director will review the classroom transition tracking sheets weekly to ensure compliance. The program director will retain all provider’s training certificates for the “Beyond Counting Heads” training provided by Sanford CHILd Services for OLA to review completion. Monitoring visits will be conducted by OLA for a period of three months.
How Maintained:
<ul style="list-style-type: none"> The program director will conduct regular, unannounced observations during transitions to monitor compliance with supervision and transition policies.

<ul style="list-style-type: none"> The program director will develop a system to document issues and corrective measures to identify trends for improvement. 		
Position Responsible:	Anticipated Completion Date:	Date Completed (for office use only):
Suzie Swan, Owner	February 14 th , 2025	February 14 th , 2025

Board Notified:
 Y N n/a

Your signature below certifies you have read and understand the non-compliance finding and submitted a plan to comply with the identified administrative rules to the Department of Social Services, Office of Licensing and Accreditation.

Suzie Swan
 Printed Name of Provider Contact

Printed Name of Provider Contact

 Provider Signature

12-4-24
 Date

Provider Signature

Date:

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

Brooke Flemmer
 Printed Name of DSS Staff

Brooke Flemmer
 Signature of DSS Staff:

Date: 12-3-2024

COMPLETION DATE: (date completed)

The Department of Social Services, Office of Licensing and Accreditation has reviewed the actions taken by the agency to resolve the above items and has accepted the above plan as completed.

Brooke Flemmer
 Printed Name of DSS Staff

Brooke Flemmer
 Signature of DSS Staff: