CORRECTION ORDER

NORTH DAKOTA DEPARTMENT OF HUMAN SERVICES
CHILDREN AND FAMILY SERVICES
SFN 379 (2-2021)

Date
10/04/2022

☐ Immediate Correction Order ☒ Regular Correction Order

Name		Telephone Number	
Kaylyn Reed		(701) 426-2602	
Address	City	State	ZIP Code
1404 18th Street SE	Mandan	ND	58554
License Number			
30-87-5537-G			

A review of your home/facility was completed by:

Early Childhood Services Licensing Specialist	Date
Linda Aberle	09/30/2022

The following correction(s) must be made:

Rule(s)
Regulation: 75-03-09-12. Minimum qualifications for all staff members responsible for caring for or teaching children.
Staff members shall:
5. Certify completion of a department-approved basic child care course within ninety days of employment.

Evidence of Violation
At the time of the visit, this worker asked Ms. Fuchs if she had completed the basic child care course; Getting Started.
Ms. Fuchs said she had started the course but her computer had issues and wasn't working.
Ms. Fuchs said she had not finished the training.
This worker checked the ND Growing Futures Registry for Ms. Fuchs' licensing learning record.
There is no verification listed that she has completed the basic child care course; Getting Started.

Method of Correction
Ms. Fuchs needs to complete the basic child care course; Getting Started.
Ms. Fuchs is to let the provider, Kaylyn Reed know of the course completion.
Ms. Fuchs will need to provide Ms. Reed with verification of the completed coursework.
A copy of the licensing learning record from the Growing Futures Registry would serve as verification.
Ms. Reed needs to submit to this worker the notice of corrections and the verification of corrections within the given time frame as stated on the correction order .
If it is not received within the given time frame, fiscal sanctions will begin.

Time Allowed for Correction
20 days from receipt of correction order.

Fiscal sanctions to be applied if correction is not made and verified within the allowable time-frame
$15/day

Submit a notice of correction(s) to the Early Childhood Services Licensing Specialist listed below within time frame above indicating you are in compliance. If you have any questions, contact the following:

Early Childhood Services Licensing Specialist	Telephone Number
Linda Aberle	(701) 425-8778

Within three business days of the receipt of the correction order, the licensee of the early childhood facility shall notify the parent, guardian, or custodian of each child receiving care at the facility that a correction order has been issued. In addition to providing notice to the parent, guardian, or custodian of each child, the licensee shall post the correction order in a conspicuous location within the facility until the violation has been corrected, or for 5 days, whichever is longer.