

Date Correction Plan Due 10/5/2021	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and to outline imposed plans of correction, if applicable. This form is used by certified operators / licensed centers to meet the requirements of DCF 202.065, DCF 250.04(2)(i) and (3)(d), DCF 251.04(2)(L) and (3)(f), DCF 252.41(1)(L) and (2)(k). Failure to submit an appropriate correction plan by the due date listed above may result in sanctions identified in the statute and / or administrative rule. Public Schools may submit plans of correction however are not required to do so.

Instructions: The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each of the listed noncompliance(s). Identify expected completion date(s) for each item. Return the original to your certification / licensing specialist for approval and retain a copy. If this is a licensed child care, post your copy of the noncompliance statement and correction plan near the license in accordance with Wis. Stat. 48.657. This request for a correction plan is not an order imposing a sanction or penalty pursuant to Wis. Stat. 48.715. If the department decides to apply a statutory sanction and / or penalty for facts arising from this finding or a future finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center Happy Hearts Day Care Inc		Provider Number / Facility ID Number 6000557836 / 001 - 520474	
Address - Facility (Street, City, State, Zip Code) 3605 E 2Nd St Superior WI 54880		Telephone Number 715-398-6174	Date - Regulation Visit 9/15/2021
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	<p>251.04(6)(a)8.a. Child Record - Physical Exam - Under 2</p> <p>Description: Each child under 2 years of age shall have an initial health examination not more than 6 months prior to nor later than 3 months after being admitted to the center. Child #1 has been in care for more than 3 months and did not have a child health report on file.</p>	<p><i>Notified parent - will get paper work</i></p>	<p><i>11/15/21</i></p>

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2	<p>251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5</p> <p>Description: Each child 2 years of age and under age 5 shall have an initial health examination not more than one year prior to nor later than 3 months after being admitted to the center, and a follow-up health examination at least once every 2 years thereafter. Child #4, Child #6 and Child #7 have been in care longer than 3 months and did not have a child health report on file. Child record #3 did not have documentation of a follow-up health examination at least every 2 years. The last dated exam on file is 04.29.19.</p>	Notified parent will get paperwork	11/15/21	
3	<p>251.04(8)(b) Biennial Training - Child Abuse & Neglect</p> <p>Description: Staff B and E were missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.</p>	<u>all</u> staff was given training to read	10/10/21	
4	<p>251.05(2)(a)1. Staff Record - Personal Information</p> <p>Description: The file for staff A was missing staff record information and other elements as is required by rule.</p>	Re doing the whole file to show current info	11/15/21	

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5	<p>251.05(2)(a)4.a. Staff Record - Registry Certificate</p> <p>Description: Staff A has worked at the center for more than 6 months and is missing a certificate from The Registry documenting that the person has met the educational qualifications for the position she holds, nor does the center have other documentation of her educational qualifications.</p>	<p>waiting for transcript to show on file will enroll in registry</p>	11/15/21	
6	<p>251.05(2)(a)7. Staff Record - Continuing Education</p> <p>Description: Staff B and E did not have documentation of the yearly requirements for continuing education for 2020 available for review during the monitoring visit.</p>	<p>have ordered new Cont. education to update files</p>	12/15/21	
7	<p>251.06(3)(b)2. Emergencies - Practice Written Plans</p> <p>Description: Fire and tornado drills were not documented for the month of August 2021. The center is required to keep written records of dates and times of all the monthly fire and tornado drills practiced.</p> <p>Repeat violation: Previously cited on 1/29/2021</p>	<p>Did Sept. fire drill + tornado drill Forgot to document Oct drills Aug. 21 drills</p>	<p>9/20/21 10/4/21</p>	

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8	251.06(9)(d)2.a. Food Storage - Dry Food Description: Open packages of dry foods such as crackers, cereal and chips were observed in a cupboard. Dry foods, if opened, are required to be stored in bags with zip-type closure or containers with a tight-fitting cover and should be labeled.	Child Snacks were covered. Teachers private food was not in containers told staff to ziplock their Snacks	9/22/21	
9	251.09(1)(e) Infant & Toddler - Provider Training Description: Staff A, a regularly assigned child care teacher for infants and toddlers, does not have documentation of completion of a minimum of ten hours of training in infant and toddler care approved by the Department within six months after assuming the position.	New staff was put in infant room due to lack of teaching staff Ordered training for her	12/15/21	

NAME - Certification Worker / Licensing Specialist
 Emily Johnson, April Callihan

Date Issued
 9/21/2021

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

10/5/21