

Date Correction Plan Due 12/21/2021	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 Hand In Hand A Place For All Child		Provider Number / Facility ID Number 2000556142 / 001 - 520077	
Address - Facility (Street, City, State, Zip Code) 800 Wisconsin St Box 13 Eau Claire WI 547033588		Telephone Number 715-833-7744	Date - Regulation Visit 12/3/2021
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: On 12/3/21 a current health report was not observe on file for child #3. Repeat violation: Previously cited on 5/21/2021, 2/13/2020	The child has recently had a health exam for her 2 year old checkup we have requested a copy from parent We will check children's files to ensure we have the proper files	1/15/21
2	251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5 Description: On 12/3/21 a current health report was not observe on file for child #1. Repeat violation: Previously cited on 5/21/2021	We have requested an updated health form for the child. we will continue to check files regularly to make sure all	1/15/21

paper work is up to date.

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3	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: On 12/3/21, There was no documentation showing the director reviewed the medical log book prior to November 2021. Rule requires that records of injuries shall be reviewed by the director or designated person with staff every 6 months in order to ensure that all possible preventive measures are being taken. Repeat violation: Previously cited on 5/21/2021, 2/13/2020	The director has reviewed all medical log books and signed off on them. A reminder on Google calendar for both director and office manager will be set for every 6 months.	12/8/21	
4	251.07(6)(i)1. Washing Child's Hands & Face Description: On 12/3/21, an infant's hands were not washed after diapering.	We have re-trained staff on the proper hand washing protocols. we will make sure that new staff is properly trained on handwashing protocols upon hire	12/8/21	
5	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: On 12/3/21, documentation of updates on child #3's development and routine changes within the last 3 months was not observed on file. Rule requires that every 3 months a child's development and routine changes be documented based on discussion with the parent. Repeat violation: Previously cited on 5/21/2021	We have updated the missing documentations in child #3 intake form. we will make help sure that lead teachers keep track on when children needs updates on the intake form.	12/8/21	

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6	<p>251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home</p> <p>Description: On 12/3/21, bottles containing breast milk and milk were not labeled with children's name and dated in the Star Fish classroom.</p>	<p>we have re-trained staff on the importance of labeling bottles that are brought in from home.</p> <p>A reminder note has been posted in the kitchen to</p>	12/8/21

remind staff to label all bottles and foods coming in from home

NAME - Certification Worker / Licensing Specialist Sarah Yang	Date Issued 12/7/2021
SIGNATURE - Certified Operator or Designee / Licensee or Designee 	Date Signed 12/8/21