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| Date Correction Plan Due 8/6/2023 | NONCOMPLIANCE STATEMENT AND CORRECTION PLAN | TO FILE A COMPLAINT CALL 262-446-7800 |
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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.

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| Name - Certified Operator / Licensed Center Tota's Little Friends Family Cc | | Provider Number / Facility ID Number 9000584199 / 001 - 1014028 | |
| Address - Facility (Street, City, State, Zip Code) 1532 S 83Rd St West Allis WI 53214 | | Telephone Number 414-607-7271 | Date - Regulation Visit 7/26/2023 |
| | Rule/Statute Number Noncompliance Statement | Correction Plan | Expected Completion Date Verification Date |
| 1 | 250.04(6)(a)4.a. Child Record - Physical Exam - Under 2 Description: There was no documentation on file of an updated health examination within 6 months for child #3. Repeat violation: Previously cited on 8/12/2021 | updated health report was giving to me on 9/10/23 | 9/10/23 |
| 2 | 250.04(6)(a)4.b. Child Record - Physical Exam - Over 2, Under 5 Description: There was no documentation of file of an initial health examination for child #4, within 3 months of enrollment at the center. Repeat violation: Previously cited on 8/12/2021 | updated health Report was giving to me on 8/29/23 | 9/29/23 |

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Tota's Little Friends Family Cc

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Correction Plan

Expected
Completion DateVerification
Date

3

250.04(6)(b)

Current, Accurate Daily Attendance Record

Description: The licensee did not document attendance for the children since July 21, 2023.

Repeat violation: Previously cited on 8/12/2021

Apologize for my
lack of documenting
Attendance was logged
same day of visit

7/26/23

4

250.05(2)(c)

Staff File - Days, Hours Worked

Description: The licensee has not been recording the actual hours the provider has been caring for children.

Repeat violation: Previously cited on 8/12/2021

life is changing
courses, again, Apologize
for lack of documenting
It got logged same
day of visit

7/26/23

5

250.05(3)(e)2.

Provider Training - Current Cpr Certificate

Description: The licensee admitted to not maintaining a current certificate in infant and child CPR.

Repeat violation: Previously cited on 8/10/2022, 8/12/2021

Class will be taken
During the month of
December

12/31/23

6

250.05(3)(fm)

Biennial Training - Child Abuse & Neglect

Description: The licensee admitted to not maintaining current training in child abuse and neglect laws, identification and reporting procedures.

Class will be taken
by the month of
December

12/31/23

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| 7 | 250.05(4)(c)4. Continuing Education - Documentation Of 12 Month Period Description: The licensee admitted to not maintaining continuing education hours as required. | Nope, I have a few months left of being a daycare provider. | 8/29/24 |
| 8 | 250.09(2)(c) Infant & Toddler - Sleep Position Description: A child under the age of one was observed placed in a car seat to sleep and the licensee admitted to allowing another infant to sleep in an infant seat and not be placed in a crib or pack and play while napping. | Yes, Apologize I changed places from chairs to cribs. | 7/27/23 |

NAME - Agency Worker
 Jennifer Brees, Charlene Langsdorf

Date Issued
 7/26/2023

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

11/23/23