

Date Correction Plan Due 5/7/2024	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.

Name - Certified Operator / Licensed Center Elaine Schreiber Child Dev Ctr		Provider Number / Facility ID Number 1000564041 / 001 - 220442		
Address - Facility (Street, City, State, Zip Code) 5460 N 64Th St Milwaukee WI 53218		Telephone Number 414-463-7950	Date - Regulation Visit 4/22/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)1. Child Record - Enrollment Information Description: Children #3,#4,#5 did not have parent/guardian information on file. Child #3 did not have emergency contact information and persons authorized to receive child on file.	A complete DCF required child file with written records/forms is obtained prior to the child's first day of attendance.	June 5, 2024	
2	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Child #6 did not have a current physical exam on file.	Document each child's most recent physical examination in accordance with the DCF schedule as listed in the DCF licensing rules for group child care centers - 251.	June 5, 2024	

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3	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff D did not have documentation of physical exam on file.	DCF requirements for staff and files for staff are complete prior to the first day of work and updated as needed.	June 5, 2024	
4	251.05(3)(c) Cardiopulmonary Resuscitation Training Description: Staff A and staff D did not have documentation of a current CPR training on file.	DCF requirements for staff and files for staff are complete prior to the first day of work and updated as needed.	June 5, 2024	
5	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff D did not have documentation of current Child Abuse and Neglect training on file.	DCF requirements for staff and files for staff are complete prior to the first day of work and updated as needed.	June 5, 2024	
6	251.05(4)(a) Staff Orientation - Develop, Implement, Document Description: Staff D did not have an orientation form on file.	DCF requirements for staff and files for staff are completed within one week of being employed.	June 5, 2024	

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7	251.06(2)(a) Potential Source Of Harm On Premises Description: There was choking hazards and garbage (small pieces of plastic, fingernail, small plastic bottle caps) in the outdoor play space.	The outdoor premises is free of hazards including any recalled products.	June 5, 2024	
8	251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: There was rust on the bathroom doors and were not in good repair. Repeat violation: Previously cited on 11/28/2023	The indoor premises is free of hazards including any recalled products.	June 5, 2024	
9	251.06(2)(i) Deteriorating Paint Description: There was chipping/flaking paint in all the classrooms. Repeat violation: Previously cited on 9/21/2022	The indoor premises is free of hazards including any recalled products.	June 5, 2024	
10	251.06(4)(jm)2. Fire Alarms & Smoke Detectors - Testing Description: There was not documentation of the smoke detectors testing for the months of Jan-Mar.	Test the smoke detectors monthly.	June 5, 2024	

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11	251.07(6)(dm)2. Medical Log - Pages & Entries Description: Medical log book did not have pages numbered.	The medical log book has stitched binding with pages that are lined and numbered.	June 5, 2024	
12	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: There was no documentation of the medical log books being reviewed in the last six months. Repeat violation: Previously cited on 11/28/2023	The director will review records of injuries with staff every 6 months to ensure that all possible preventive measures are being taken. The reviews will be documented in the medical log book on January 15 and July 15 of each year.	June 5, 2024	
13	251.07(6)(i)2. Adult Handwashing Description: The teacher did not wash hands in between cleaning multiple children's noses.	Training in the recognition of childhood illnesses and infectious disease control, including handwashing procedures, universal precautions for handling bodily fluids, and immunizations was provided to all staff.	June 5, 2024	
14	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: The intake forms in the infant room were not updated every three months. The intake form for a child in the head start room were not updated. Repeat violation: Previously cited on 11/28/2023, 6/26/2023, 9/21/2022, 5/25/2022	Every 3 months, no matter when the infant enrolled, the infant intakes should be updated for all infants. Lead teachers with children 0 - 24 months enrolled in the classroom will complete the intake or intake updates with parents in March, June, September, and December.	June 5, 2024	

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15	251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: The infant formula brought from home was not dated.	Food, breast milk, and formula brought from home are labeled with the child's name and the date and are refrigerated, if required.	June 5, 2024	
16	251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection Description: The changing table in the two/three year old classroom was not cleaned after the diaper change.	Change each child on an easily cleanable surface that is cleaned with soap and water and a disinfectant solution after each use.	June 5, 2024	

NAME - Agency Worker
Joel Marquez, Mary Schultek

Date Issued
4/23/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed