

Date Correction Plan Due 4/5/2023	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.

Name - Certified Operator / Licensed Center St Ann Ctr - Intergenerational Care		Provider Number / Facility ID Number 1000566171 / 004 - 1000449	
Address - Facility (Street, City, State, Zip Code) 2801 E Morgan Ave Milwaukee WI 53207		Telephone Number 414-977-5041	Date - Regulation Visit 3/14/2023
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.04(3)(h) Report - Change In Room Usage Description: A classroom was moved without prior reporting or approval from the Department.	Change in room usage like changing the way a room is primarily used or usage of rooms not previously approved will be reported 20 working days prior to the change.	03/15/2023	
2 251.04(6)(a)1. Child Record - Enrollment Information Description: The start date for the enrollment of Child #10 was not observed on file.	The start date has been added to the enrollment form. It was on the health history form and in Procare software.	03/15/2023	

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3 251.04(6)(a)6m. Child Record - Immunization History Description: Immunization information was observed incomplete for Child #9. Repeat violation: Previously cited on 11/3/2021	Files will be checked on a monthly schedule. Record check-list will be kept for due dates and follow ups. A notice will be sent out ahead of time followed by phone calls to the parents. A fine will be implemented as a deterrent to late forms.	04/10/2023	
4 251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Documentation of a follow-up examination at least once every 6 months was not observed on file for Child #2, Child #3, and Child #5. Repeat violation: Previously cited on 11/3/2021	Files will be checked on a monthly schedule. Record check-list will be kept for due dates and follow ups. A notice will be sent out ahead of time followed by phone calls to the parents. A fine will be implemented as a deterrent to late forms.	04/10/2023	
5 251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5 Description: Documentation of a follow-up examination at least once every 2 years was not observed on file for Child #9. Repeat violation: Previously cited on 11/3/2021	Files will be checked on a monthly schedule. Record check-list will be kept for due dates and follow ups. A notice will be sent out ahead of time followed by phone calls to the parents. A fine will be implemented as a deterrent to late forms.	04/10/2023	

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6 251.05(3)(c) Cardiopulmonary Resuscitation Training Description: A current infant/child CPR/AED training was to observed on file for Staff G. Repeat violation: Previously cited on 11/8/2022	Staff G has completed CR/AED. Staff will be enrolled into CPR/AED class in the month their certificate is due to expire so they can complete and renew it before the expiration date.	03/31/2023	
7 251.07(6)(b) Isolation Area Description: Per a discussion with the director, there is not a defined ill child space.	Child care offices will be used as ill child space to isolate children from the classroom when they need to be picked up. They can be brought to our office with their resting materials. Or in the most interrupted part of the class.	03/15/2023	
8 251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: The medical log was not reviewed in the last 6 months in various rooms throughout the center. Repeat violation: Previously cited on 5/11/2022	Medical log books will be brought to staff meeting during professional development days, ensuring that they are checked at least once every quarter.	04/07/2023	
9 251.07(6)(f)1.a. Medication Administration - Parent Authorization Description: Child #5's medication authorization did not contain a proper duration of use and a justification for using the medication on the child. The authorization only included the start date.	Medication and forms have been checked in all rooms. Expired medications and incomplete forms have been removed for update. Going forward only admin staff will accept medication and forms so we can check that they are correctly and fully filled out.	04/07/2023	

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NAME - Agency Worker

Crescenta Sabree, Tameka Thompson

Date Issued

3/29/2023

SIGNATURE - Certified Operator or Designee / Licensee or Designee

T. Thompson

Date Signed

04/03/2023