

Date Correction Plan Due 6/7/2021	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-361-7700
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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 South Wood County Ymca Early Learning Center		Provider Number / Facility ID Number 2000558932 / 015 - 2005073	
Address - Facility (Street, City, State, Zip Code) 601 W Grand Ave Wisc Rapids WI 544952706		Telephone Number 715-818-9620	Date - Regulation Visit 5/19/2021
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	<p>251.04(2)(a) Compliance With Laws</p> <p>Description: Based on record review, it was determined the licensee did not submit caregiver background check request form information for Staff A or Staff B to the department prior to the individuals working at the center, per s.48.686(2)(ab), Wis. Stats.</p>	<p>All staff will have proper documentation prior to working in the classroom.</p>	<p>6/1/2021</p>

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2	<p>251.055(2)(c) Mixed-Age Group - Staff-To-Child Ratio</p> <p>Description: Per staff statement and review of attendance records, on 4/19/21 one staff member was providing supervision in the Jr. Preschool room for 12 children aged 2.5 to 3 years for approximately 30 minutes, when the second staff person working in the room left for an appointment.</p> <p>Subsequently, the room was combined with the Toddler 2 room. The combined group of 18 children aged 2 to 3 years was supervised by one staff member from the Toddler 2 room when the staff member from the Jr. Preschool room left the group for approximately 20 minutes to deliver snack to the other classrooms.</p>	<p>Staff will comply with all ratios as explained in DCF 251 licensing handbook.</p> <p>All rooms shall remain within regulated ratios.</p>	6/1/2021
3	<p>251.055(2)(e) Mixed Age Group Of Children Over Age 2 - Group Size</p> <p>Description: Per attendance record review and staff statement, on 4/19/21 the Toddler 2 and Jr. Preschool rooms combined and the numerical weight of the resulting group of 18 children exceeded that which could be cared for by 2 child care workers.</p>	<p>Staff will keep rooms separated to stay within designated ratio of staff:children</p>	

NAME - Certification Worker / Licensing Specialist
Kimberly Gachnang

Date Issued
5/24/2021

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Tracy Frewink

Date Signed

6/1/2021