

Date Correction Plan Due 3/22/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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 Ymca Child Development Ctr-20Th Av		Provider Number / Facility ID Number 2000559672 / 013 - 1004922		
Address - Facility (Street, City, State, Zip Code) 3303 W 20Th Ave Oshkosh WI 549049249		Telephone Number 920-230-8439	Date - Regulation Visit 2/20/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)1. Staff Record - Personal Information Description: Based on record review on 2/20/24 according to the Staff Record Checklist Staff Member B failed to have a staff record information on file.	<i>I will have all staff paperwork collected before they start in classrooms.</i>	<i>March 19, 2024</i>	
2	251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: Based on record review on 2/20/24 according to the Staff Record Checklist Staff Member B failed to have education qualifications on file.	<i>I will have all staff paperwork collected before they start in classrooms.</i>	<i>Feb. 23, 2024</i>	

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3	251.05(2)(a)8. Staff Record - Orientation Description: Based on record review on 2/20/24 according to the Staff Record Checklist Staff Members B and D failed to have orientation on file.	I will make sure staff have signed off on orientation training before being in a classroom.	March 20, 2024	
4	251.05(3)(c) Cardiopulmonary Resuscitation Training Description: Based on record review on 2/20/24 according to the Staff Record Checklist Staff Member C failed to have CPR on file. Erin T. Repeat violation: Previously cited on 6/13/2023	I will keep a list of all staff CPR due dates and make sure staff get it complete in a timely matter.	April 1, 2024	
5	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Based on record review on 2/20/24 according to the Staff Record Checklist Staff Members B and D failed to have Child Abuse and Neglect Training on file.	I will keep a list of all staff trainings and make sure staff get it done and in before starting.	March 20, 2024	

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6	<p>251.055(1)(a) Supervision Of Children</p> <p>Description: The program self reported that on January 25, 2024, a child care worker failed to supervise a 3 year old child that was left unsupervised within the hallway for approximately five minutes. The three year old child wandered down the hallway and past the front desk/lobby of the YMCA and ended up by the entry area.</p>	Remind Staff monthly about always counting children and knowing how many children they have.	Feb. 8, 2024 March 12, 2024	
7	<p>251.055(1)(b) Supervision - Teacher Per Group Of Children</p> <p>Description: Based on record review on 1/25/24 the three year old classroom failed to have a lead qualified teacher per group of children. One group was at swim lesson and the other in the gym. The teacher who was supervising the group within the gym failed to be qualified.</p> <p>Based on observation on 2/20/24 of the 2 and 2 1/2 year old split classrooms a lead qualified teacher failed to be supervising each group of children. There failed to be a qualified teacher with both groups of children.</p>	Getting my staff the training / work books they need to be lead qualified.	Feb. 8, 2024 March 12, 2024	

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8	251.055(1)(f) Child Tracking Procedure Description: The center self-reported that on January 25, 2024, a child care worker failed to implement the child tracking procedure of conducting a headcount before leaving the gym. This resulted in the whereabouts of a three year old child to be unknown to the assigned child care worker. Repeat violation: Previously cited on 11/23/2022, 5/18/2022	Reminding staff monthly about always counting children and knowing how many children they have.		

NAME - Agency Worker
Cassandra Debauche

Date Issued
3/8/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

3/19/24