

Date Correction Plan Due 2/1/2024	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 Fond Du Lac Family Ymca Child Care Center		Provider Number / Facility ID Number 4000558514 / 005 - 2006663		
Address - Facility (Street, City, State, Zip Code) 290 Weis Ave Fond Du Lac WI 549352666		Telephone Number 920-921-3698	Date - Regulation Visit 1/4/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(4)(f) Copy Of Rules Available Description: Based on observation, the program did not have a copy of the updated licensing rules in a place accessible to the parents.	<i>I printed the licensing rule book + posted it.</i>	<i>Jan. 15, 2024</i>	
2	251.04(6)(a)6m. Child Record - Immunization History Description: The center did not have the children's immunization records on file and did not have access to the schools' records to obtain that information.	<i>I contacted the parents and they will be providing immunization records.</i>	<i>Feb. 23, 2024</i>	

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3	251.05(2)(a) Staff Record - Maintenance & Availability Description: The center did not have all the staff files available for review.	I made a Staff file & it is at the site.	Jan. 16, 2024	
4	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff members A and B did not have the health examination information on file available for review.	I provided the staff with the form.	Feb. 23, 2024	
5	251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: Based on records review, staff members A and B did not have the educational qualifications to be lead teachers.	Staff member finished her qualifications. Waiting on Certificate.	Feb. 23, 2024	
6	251.05(2)(a)8. Staff Record - Orientation Description: Staff members A and B did not have the orientation documentation on file available for review.	I will be giving them both their orientations.	Feb. 2, 2024	

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7	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff members A and B did not have documentation of child abuse and neglect reporting requirements within a week after beginning work at the center.	I Will be giving the training with the orientation.	Feb. 2nd, 2024	
8	251.07(1)(a) Written Program Of Activities Description: Based on observation, the center did not have a written program of daily activities posted.	I Will sit down with the teachers and Create a Schedule.	Feb. 2, 2024	
9	251.07(6)(j)5. Supply Of Bandages, Tape & Band-Aids Description: Based on observation, the first aid kit did not have adhesive tape.	I Will be Supplying adhesive tape.	Jan. 26, 2024	
10	251.095(2m)(c) School-Age Care - Supervision Of Group Of Children Description: Based on observation, on January 4, 2024, there were 8 children under the supervision of two child care workers, however, neither of the two child care workers were qualified to be lead teachers.	Staff member finished her qualifications Waiting on Certificate.	Feb. 23, 2024	

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NAME - Agency Worker
Gloribel Tegen

Date Issued
1/18/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Rivale Winke

Date Signed

1/19/2024