

Date Correction Plan Due 3/8/2022	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 Wauwatosa Day Care And Learning Center		Provider Number / Facility ID Number 6000560196 / 015 - 2005716		
Address - Facility (Street, City, State, Zip Code) 346 N 121st St Wauwatosa WI 532263806		Telephone Number 414-479-3050	Date - Regulation Visit 2/3/2022	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5 Description: Child 4 does not have a physical on file and has been enrolled for more than three months.	I will make sure physical & imm. are in, in a timely manner. Child does not come any more.	2/4/22	2/4/22
2	251.04(6)(b) Current, Accurate Daily Attendance Record Description: Attendance is not current and accurate. On 1/25/22, 1/28/22, 1/31/22 and 2/1/22 there is a time entered for the arrival of one child but there is no time entered when the child left.	Talked with staff and we will voice when a child leaves one room to go to the other room, what time it is.	2/4/22	2/7/22

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3	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff B who has been employed for more than 30 days does not a physical on file.	Taked w/ staff B and she will get her physical in.	2/28/22	
4	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Staff are not documenting the days and hours worked when used to meet staff to child ratios. A review of staff hours for the week of 1/24/22 (5 days) show that Staff A did not sign in or out all week. Staff B did not have a time out for 2 of the days. Staff C and Staff D did not have a time out for 5 of the days. And another staff did not have a time out for 3 of the days	Talked w/ staff and all will be more aware of signing in and out of the rooms they are in.	2/4/22	2/7/22
5	251.055(1)(f) Child Tracking Procedure Description: The center did not follow their policy for child tracking. The center uses their attendance sheet for child tracking. There are several days a child does not have a time entered when they left for the day.	Talked w/ staff and all will be more diligent in signing children out.	2/4/22	2/7/22

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6	251.055(2)(b) Staff-To-Child Ratios - Minimum Description: Staff to child ratios were not met on 1/24/22 when there was 1 teacher with 5 children under the age of 2. This occurred two separate times during the day from 9:16am to 9:40am and from 12:00pm to 12:54pm.	9:16 - 9:40 We talked couldn't remember so we are going to voice what time each one of us are signing out & in. 12 - 12:54 was nap but will not put child in room to nap.	2/4/22	2/7/22
7	251.055(2)(d) Mixed Age Group With Children Under Age 2 - Group Size Description: Group size was not met on 1/24/22 when a child under the age of two is signed in in the Imagination Plus room. There are 11 children signed in at one time. Group size cannot exceed 8 with children under the age of 2.	We talked & anyone under 2 will not be in the pre- school room.	2/4/22	2/7/22
8	251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: There is no documentation that a fire drill was conducted in the month of January 2022.	I will make sure we perform a fire drill monthly. We will do 2 in Feb.	2/4/22 2/22/22	2/4/22 2/22/22
9	251.06(4)(j) Fire Alarms & Smoke Detectors - Maintenance, Drills, Testing Description: There is no documentation that the fire alarm system was tested in January 2022.	I will make sure I document the testing of the system.	2/4/22	2/4/22

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10	251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers Description: The thermometer in the freezer (in the kitchen) reads 20 degrees. It needs to be maintenance at 0 degrees or below.	Thermometer was broken so I will have 2 Thermometers in each Fridge & Freezer	2/4/22	2/4/22
11	251.07(6)(dm)2. Medical Log - Pages & Entries Description: An entry in the medical log book is not dated.	Staff was talked to, about how to document.	2/4/22	2/4/22
12	251.07(6)(f)6. Current Authorizations For Medications On Premises Description: There is medication at the center for a child who no longer attends the center. The center no longer has the medication authorization form for the medication.	Child moved to Trinity Woods (New Location) We forgot it in med. box. Med. was delivered to TW.	2/4/22	2/4/22
13	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Two infant and toddler intakes reviewed do not have any updates within the last three months.	All intakes were updated. Parents decided not to write anything down. Teachers will ask parents to write something down.	2/4/22	2/4/22

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14	251.09(2)(bm) Infant & Toddler - Sleep Position Description: An infant was sleeping in a swing in the Peanut Gallery room. All children under the age of one must be placed to sleep in a crib unless specified in writing by a physician.	As soon as a child falls asleep they are put in their bed as soon as possible.	2/4/22
15	251.09(4)(b) Infant & Toddler - Sinks In Self-Contained Area Description: A child under the age of two has been cared for in the Imagination Plus room which does not have a sink in the room.	I thought the bathrooms have sinks, were ok. Any child under 2 will not be in that room.	2/4/22

NAME - Certification Worker / Licensing Specialist
Sara Cooney

Date Issued
2/22/2022

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Connie Herrington

Date Signed

3/1/22