

Date Correction Plan Due 12/2/2019	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
---------------------------------------	--	--

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 202.085, 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 The Children's Palace Lrng Ctr Inc		Provider Number / Facility ID Number 4000583564 / 001 - 1013001		
Address - Facility (Street, City, State, Zip Code) 3616 W National Ave Milwaukee WI 53215		Telephone Number 414-671-8650	Date - Regulation Visit 11/7/2019	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: Attendance was not current and accurate upon licensing visit. An infant was present in the infant room, child was not accounted for on the attendance form.	Moving forward all infants will be signed in upon arrival talk to staff members who were in the infant Rm	12-2-19	
2	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Staff days and hours worked, and in which classroom, were not accurately documented when staff was included in staff-to-child ratio.	All staff was talked to about the importance of documented the time they enter and leave the classroom	12-2-19	

Name - Certified Operator / Licensed Center The Children's Palace Lrng Ctr Inc		Provider Number / Facility ID Number 4000583564 / 001 - 1013001		
Address - Facility (Street, City, State, Zip Code) 3616 W National Ave Milwaukee WI 53215		Telephone Number 414-671-6650	Date - Regulation Visit 11/7/2019	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.055(1)(f) Child Tracking Procedure Description: The implemented tracking procedure failed at the time of licensing visit. The tracking form documented seven children in the infant room, eight children were present.	All children will be signed in at the time of arrival Each staff member will make sure all children are signed in and out	12-2-19	
4	251.055(2)(b) Staff-To-Child Ratios - Minimum Description: The ratio of child care workers to children was less than the minimum number of child care workers to children as specified in Table 251.055. Seven infants were documented in the infant room with one staff member on multiple days, six children were documented with one staff member on Tuesday, November 5, 2019. When children are under the age of two, the ratio is four children to one staff member. Repeat violation: Previously cited on 9/28/2018	Each staff member will make sure they are documenting when they enter in the classroom and signing themselves out each day	12-2-19	
5	251.055(2)(c) Mixed-Age Group - Staff-To-Child Ratio Description: With a mixed-age group of children, from two to four years old, 16 children were documented as being in care of one staff member. The prorata was calculated at 1.897, requiring two staff members.	Mixing forward there will be 2 teachers in the classroom with a mixed age group of 2-to 4 year olds	12-2-19	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
The Children's Palace Lrng Ctr Inc		4000583584 / 001 - 1013001		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
3616 W National Ave Milwaukee WI 53215		414-671-8650	11/7/2019	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
6	<p>251.06(2)(a) Potential Source Of Harm On Premises</p> <p>Description: The indoor and outdoor premises were not free of hazards, including recalled products. A recalled bumbo seat was observed in the infant room. A hanging heater with a large loose cord was accessible to children in the infant/toddler room, posing a strangulation hazard. Shelving units and cubbies were observed throughout the center, not secured, posing a tipping hazard. Multiple areas throughout the center contained puckering carpet, posing a tripping hazard. A 5 1/2 inch gap was observed in the preschool loft area, posing an entrapment hazard.</p>	All hazards items that are listed have been corrected and Fixed	1-29-20	
7	<p>251.06(2)(d) Access To Materials Potentially Harmful To Children</p> <p>Description: Materials potentially harmful were accessible to children at the time of licensing visit. A can of Lysol spray was accessible to children on a low shelf in the two-year-old/preschool room, where children were present.</p> <p>Repeat violation: Previously cited on 4/10/2019, 3/2/2018</p>	All harmful materials will be secured inside a cabinet outside the reach of children	12-2-19	
8	<p>251.06(2)(gm) Premises - Well Drained, Clean</p> <p>Description: The premise was not clean and in good repair at the time of licensing visit. A large black area was observed on the ceiling in the toddler room, appearing to be mold from a stated water leak. Carpet throughout the center was ripped and bunching.</p>	The black area on the ceiling in toddler room has been removed and carpet rips and bunches have been fixed	1-29-20	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
The Children's Palace Lrng Ctr Inc		4000583564 / 001 - 1013001		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
3616 W National Ave Milwaukee WI 53215		414-671-6650	11/7/2019	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
9	251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: Center failed to keep a written record of dates and time of tornado drills being practiced in September and October 2019.	All written record dates and times will be practiced for tornado drills Sept - Oct and documented	12-2-19	
10	251.06(4)(d) Exits & Passageways - Unobstructed, Minimum Width Description: Exit and exit pathways did not have a minimum clear width of three feet and were obstructed by furniture and other objects. The exit pathway for the one-year-olds was obstructed by car seats, only providing an exit path of two feet and two inches.	All car seats that were blocking the exit pathway have been moved. Pathway is clear	12-2-19	
11	251.06(9)(a)2. Kitchen Equipment & Utensils - Safe & Sanitary Description: Kitchen equipment, including a microwave, was not observed in good repair and free of cracks and chips. The interior of the microwave was observed with large pieces flaking off.	Microwaves was removed and replaced with a new one	12-2-19	
12	251.06(9)(a)5. Kitchen - Single-Service Utensils Description: Single-service utensils, including paper plates stated to be used for children, were not stored covered. Paper plates were observed open on a kitchen counter.	All paper plates will be placed inside a cabinet or covered	12-2-19	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
The Children's Palace Lrng Ctr Inc		4000583564 / 001 - 1013001		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
3616 W National Ave Milwaukee WI 53215		414-671-6650	11/7/2019	
Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
13	251.06(9)(c)1. Safe Food Description: Food was not free from spoilage and safe for human consumption at the time of licensing visit. An open container of formula was dated September 5, 2019, container states to use within one month of opening.	All daycare formula that is opened and not used within a month will will be discarded	12-2-19	
14	251.07(2)(e)2. Prohibited Actions - Verbal Description: Staff was observed using a low threatening tone when informing a one-year-old child he must lay down and it was time for him to sleep.	Staff member was written up and advised to allow each child to play with something quietly if not sleeping	12-2-19	
15	251.07(2)(e)3. Prohibited Actions - Physical Restraint, Restriction, Enclosure Description: Staff physically restrained a child in a highchair at the time of licensing visit. Staff informed another staff member they were leaving the child in the highchair because he was not napping; child was not provided with any activities, including food, toys, or books, while in the high chair.	Staff member was also written up for this violation and was advised if it happens again suspension will be given and give a copy of this rule out of licensing book and given to her	12-2-19	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
The Children's Palace Lrng Ctr Inc		4000583664 / 001 - 1013001		
Address - Facility (Street, City, State, Zip Code) 3616 W National Ave Milwaukee WI 53215		Telephone Number 414-671-6650	Date - Regulation Visit 11/7/2019	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
16	251.07(2)(e)4. Prohibited Actions - Withholding / Forcing Food Or Sleep Description: All children present at the child care facility were required to nap at the same time.	All children will be on their own sleeping schedules	12-2-19	
17	251.07(4)(b) Naps Or Rest Periods - Awake Children Description: Awake children who did not sleep after 30 minutes were not permitted to get up and have quiet time with equipment or activities in the two-year-old/preschool room. One child was observed awake for an hour and a half before being provided with a book.	All toddlers and preschoolers will be provided with a book or quiet activity IF NOT ASLEEP	12-2-19	
18	251.07(4)(cm) Naps Or Rest Periods - Sleeping Surfaces - Children 1 And Older Description: Children resting in the two-year-old/preschool room were not placed at least two feet apart from the nearest sleeping child.	All cots will be placed 2 feet apart at all times	12-2-19	
19	251.07(4)(d) Naps Or Rest Periods - Individual Bedding Description: Children resting in the preschool room were not provided with blankets during rest time. 17 children were observed resting in the room without blankets.	All children will be placed with blankets while napping	12-2-19	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number	
The Children's Palace Lmg Ctr Inc		4000583564 / 001 - 1013001	
Address - Facility (Street, City, State, Zip Code) 3616 W National Ave Milwaukee WI 53215		Telephone Number 414-671-6650	Date - Regulation Visit 11/7/2019
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
20 251.07(8)(i)2. Adult Handwashing Description: A staff member, observed changing a child's diaper, failed to wash their hands with soap and warm running water after removing gloves.	All staff will wash their hands with soap and warm water after removing their gloves	12-2-19	
21 251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Center failed to document changes in Infant and Toddler development and routines, every three months, based on discussions with the parents. Multiple intake forms were observed with dates and no updates.	All Under 2 forms will be updated with discussions from the parents as well as new changes	12-2-19	
22 251.09(1)(i) Infant & Toddler - Number Of Cribs & Playpens Description: The number of children under the age of one exceeded the number of cribs and playpens. Six infants were present, under the age of one, with only five cribs.	Infant Rm will have a total of beds to meet the amount of infants enrolled in the classroom	12-2-19	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
The Children's Palace Lrng Ctr Inc		4000583564 / 001 - 1013001		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
3616 W National Ave Milwaukee WI 53215		414-671-6650	11/7/2019	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
23	251.09(1)(k) Infant & Toddler - Bedding Description: Blankets used to cover children over the age of one were not kept away from the child's mouth and nose; children were observed sleeping with blankets covering their faces.	all blankets blankets will be placed on each child's back	12-2-19	
24	251.09(2)(b) Infant & Toddler - Individual Sleep Patterns Description: Each infant and toddler was not allowed to form their own pattern of sleeping and waking. All children in the center were forced to nap at the same time.	Each infant and toddler will not be forced to nap at the same time. Will sleep at their own pace and wake up when ready.	12-2-19	
25	251.09(2)(bm) Infant & Toddler - Sleep Position Description: Children, under the age of one, were not placed to sleep on their back in a crib, and did not have a specified note in writing from the child's physician stating otherwise. Multiple infants were observed sleeping in bouncy seats during licensing visit.	All infants will be placed to sleep on their back and if rolls will be placed a note that they rolls. All infants will be placed to sleep in their beds.	12-2-19	

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number	
The Children's Palace Lrng Ctr Inc		4000583564 / 001 - 1013001	
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit
3616 W National Ave Milwaukee WI 53215		414-671-6650	11/7/2019
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
26 251.09(2)(f) Infant & Toddler - Changing Infant Body Positions, Location Description: A non-mobile infant did not have her body position changed periodically throughout licensing visit. Child was noted in a bouncy seat for over 45 minutes.	All infants body positions changed will be changed periodically	12-2-19	
27 251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: Food and formula brought from home was labeled with child's name but not dated. Repeat violation: Previously cited on 4/10/2019	All infant formula will be labeled with each child's name and also dated	12-2-19	
28 251.09(3)(a)9. Infant & Toddler - Bottle Feeding Description: An infant child, less than 4 months old, was observed with his bottle propped during licensing visit; child was unable to hold the bottle on his own.	All bottles will be held by a teacher if infant is not able to hold on own	12-2-19	
29 251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection Description: The diapering surface in the preschool/2yo bathroom was not cleaned with soap and water and a disinfectant solution after each use during licensing visit.	Diapering surfaces will be cleaned with soap and water and disinfectant solution after each use	12-2-19	

Name - Certified Operator / Licensed Center The Children's Palace Lrng Ctr Inc		Provider Number / Facility ID Number 4000583564 / 001 - 1013001	
Address - Facility (Street, City, State, Zip Code) 3616 W National Ave Milwaukee WI 53215		Telephone Number 414-671-6650	Date - Regulation Visit 11/7/2019
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
30	251.09(4)(a)5. Infant & Toddler - Soiled Diapers Disposal Description: Diapers were unable to be disposed of in a hands-free covered container. The hands-free mechanism was not working on the garbage can in the infant room, not allowing the lid to be connected and the unit to be opened and accessed hands-free. Repeat violation: Previously cited on 4/10/2019	All garbage cans will be connected with lid and will be opened and accessed hands free	12-2-19

NAME - Certification Worker / Licensing Specialist Kayla [Signature]	Date Issued 11/25/2019
SIGNATURE - Certified Operator or Designee / Licensee or Designee [Signature]	Date Signed 12-2-19

DCF-F-CFS0284-E (R.06/2011)