

Date Correction Plan Due 8/12/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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 Lussier Community Education Center		Provider Number / Facility ID Number 3000585803 / 001 - 1015596		
Address - Facility (Street, City, State, Zip Code) 55 S Gammon Rd Madison WI 53717		Telephone Number 608-833-4979	Date - Regulation Visit 6/13/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.05(2)(a)2. Staff Record - Completed Background Check</p> <p>Description: A background check was not completed for a staff member who has been working at the center since September 2022. When the background check was completed, it indicated the employee was ineligible to work in a child care program.</p> <p>Repeat violation: Previously cited on 5/20/2024, 11/30/2023, 7/13/2022, 6/28/2022</p>	<p><i>Out Center was made aware in November 2023 that we were using the wrong background check form. Employee did have a check on file but not the correct one. We then implemented new one for all staff but had trouble coordinating fingerprints for individual due to his schedule. Employee was placed on leave until courts decide if he is guilty. All other employees have completed the correct background check, and new form has been implemented for new and future employees</i></p>	<i>6/19/24</i>	

NAME - Agency Worker
Jenny Capener

Date Issued
7/29/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Jenny Capener

Date Signed

8/8/24

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