

Date Correction Plan Due  
2/1/2024

## NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL  
608-422-6765

**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

Provider Number / Facility ID Number

Sunshine And Giggles Llc

7000590637 / 001 - 2005754

Address - Facility (Street, City, State, Zip Code)  
330 Madison St Union Center WI 53962

Telephone Number  
608-462-8110

Date - Regulation Visit  
12/13/2023

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.05(3)(b) <b>Abusive Head Trauma Prevention Training</b></p> <p>Description: There was no record on file of Abusive Head Trauma training for Staff A required prior to working with children under age 5. Documentation of training was completed and submitted after the visit.</p> <p>Repeat violation: Previously cited on 2/15/2023</p>	Class Taken	12-22-23	
2	<p>251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b></p> <p>Description: There was no record on file of CPR training for Staff A and Staff B had a training certificate from an unauthorized training provider.</p> <p>Repeat violation: Previously cited on 2/15/2023</p>	Staff Trained	2-24-24	

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3	251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b>  Description: There was no record on file of Child Abuse and Neglect training for Staff A or B.  Repeat violation: Previously cited on 2/15/2023	Classes taken 2 - 2-24	2-2-24
4	251.05(3)(f)3. <b>Child Care Teacher - Entry-Level Training</b>  Description: There was no record of Entry-Level Training found for Staff B, required for the position of lead teacher prior to assuming the position.  Repeat violation: Previously cited on 2/15/2023	Class taken + Submitted waiting for Certificate.	2-17-24
5	251.05(3)(g)2. <b>Assistant Child Care Teacher - Qualifications</b>  Description: There was no record of training for Staff A required for the position of assistant child care teacher to be completed prior to assuming the position.	Class taken Submitted waiting for Certificate.	2-21-24
6	251.05(4)(c)1. <b>Continuing Education Requirement - Full Time Staff</b>  Description: The center was not in compliance when Staff A and B did not have the required 15 hours of continuing education training.	Continuing Education is Scheduled for Current year. Cont.ed. Checklist put in file.	2-1-24



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7 251.06(11)(b)5. <b>Outdoor Play Space - Energy-Absorbing Surfaces</b>  Description: The energy-absorbing wood chips under the swings were not the required nine inches when there was only two inches of energy-absorbing material.	Rubber mulch placed under swings	12-30-23	
8 251.06(3)(b)2. <b>Emergencies - Practice Written Plans</b>  Description: The center was not in compliance when fire drills were not practiced or recorded for the month of November.	Procedures put in place to make sure the drills are recorded when done.	1-2-2024	
9 251.07(5)(b)5. <b>Eating Surfaces - Cleaned, Sanitized</b>  Description: The center was not in compliance when tables were not cleaned before and after meal and snack time as required, when tables were only cleaned after meals. Children were allowed to play at the tables between use without being cleaned before lunch.  Repeat violation: Previously cited on 2/15/2023	Procedures in place to sanitize eating surfaces prior to serving food.	12-14-23	