

Date Correction Plan Due 10/14/2024	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 Kays Klubhouse Early Chldhd Lrng		Provider Number / Facility ID Number 1000591061 / 001 - 2006222		
Address - Facility (Street, City, State, Zip Code) 4027 N 85Th St Milwaukee WI 532221818		Telephone Number 414-690-3977	Date - Regulation Visit 9/25/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(6)(a) Child Record - Maintenance, Availability Description: There were no files available for review for Child 2 and Child 3.	Child 2 & 3 paperwork has been received and updated	10/23/24	
2	250.04(6)(a)1.e. Child Record - Enrollment Information - Other Emergency Contact Description: The enrollment form for Child 4 lacked emergency contact information when a parent cannot be reached.	emergency contact information for child # 4 has been completed and filled	10/23/24	

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3	250.04(6)(a)1.f Child Record - Enrollment Information - Medical Contact Description: There was no documentation on file for Child 4 indicating the name, address, and telephone number of a physician or medical facility caring for the child.	Child # 4 paperwork has been brought to parents attention if not completed by 10/31/24 Child will be discharged	10/31/24	
4	250.04(6)(a)1.g Child Record - Enrollment Information - Authorized Pickup Description: Persons authorized to call for/receive child had missing information on file for Child 4.	if paperwork is not completed by 10/31/24 child will be discharged	10/31/24	
5	250.04(6)(a)4m. Child Record - Immunization History Compliance Description: Child 4 does not have immunization history on file and has been attending the center for more than 30 days. Repeat violation: Previously cited on 1/26/2023	if immunization records and other necessary paperwork is not completed by 10/31/24 child will be discharged	10/31/24	
6	250.05(2)(c) Staff File - Days, Hours Worked Description: On 9/25/24, staff did not sign in.	After warnings of not signing in is issued suspensions and greater consequences will occur	10/23/24	

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7	<p>250.06(2)(a) Electrical Or Hot Surface Protection</p> <p>Description: There were several outlets throughout the center that were not protected by outlet guards.</p> <p>Repeat violation: Previously cited on 4/30/2024</p>	<p>Brand new outlet guards will be purchased and made so uneasily for children to tamper with</p>	10/23/24	
8	<p>250.06(2)(c) Access To Materials Potentially Harmful To Children</p> <p>Description: Cleaning supplies and plug-in air fresheners, labeled keep out of reach of children, were observed throughout the center and accessible to children.</p> <p>Repeat violation: Previously cited on 4/12/2023</p>	<p>Harmful materials will be kept out of reach locked away from children to gain access to</p>	10/23/24	
9	<p>250.06(2)(e) Potential Source Of Harm On Premises</p> <p>Description: In the outdoor play space, nails were observed sticking out of the wooden fence, utility cords were loose and accessible to children, and there was a piece of siding peeling from the side of the house. Where the siding is peeling is sharp **Barriers around the utility cords and siding was added during the monitoring visit.**</p>	<p>Screws removed from fence barriers placed around siding and utility cords have been maintained as one and taped to the house out of reach</p>	10/23/24	

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10	250.06(2)(m) Premises - Condition & Repair Description: In the bathroom, several pieces of tile were missing from the wall causing there to be exposed drywall.	exposed drywall will be contained and covered keeping it from being exposed until professionally repaired to new	10/23/24	
11	250.06(4)(a)1. Smoke Detectors Description: A smoke detector was beeping at the time of the licensing visit.	All smoke detectors in center have been verified and checked batteries in all of them have been replaced	10/23/24	
12	250.06(9)(j) Meals & Snacks - Records Description: Menus dating back at least 3 months were not available for review.	Menus will be completed 2 weeks at a time and a record will be kept on file	10/23/24	
13	250.07(6)(h)6. Sunscreen & Insect Repellent Authorization, Protection Description: Authorization for sunscreen/insect repellent was not on file for Child 4.	Child #4 paperwork has been brought to parents attention if not completed by 10/31/24 child will be discharged	10/31/24	

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14	250.09(1)(c)5. Infant & Toddler - Use Of Safety Gates Description: Safety gates are not being used in open stairways. There is no safety gates at the entrance of the staircase leading upstairs and there is no gate at the top of the stairs leading to the basement.	functioning gates will be purchased and utilized correctly at all operating hours	10/23/24

NAME - Agency Worker
Kristin Keck, Katrina Tarantino

Date Issued
9/30/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Kayla Samuels

10/21/2024