

Date Correction Plan Due 12/21/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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 Hillside Sprouts Childcare		Provider Number / Facility ID Number 9000591739 / 001 - 2006945	
Address - Facility (Street, City, State, Zip Code) 205 Barron Ave Star Prairie WI 540267125		Telephone Number 651-503-9991	Date - Regulation Visit 12/5/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	250.04(6)(b) Current, Accurate Daily Attendance Record Description: During a monitoring visit it was discovered that the licensee didn't have a written attendance record for children in care from 12/2 - 12/5. Rule states 'The licensee shall maintain a current, accurate written record of the daily attendance that includes the actual time of arrival and departure for each child and the child's birthdate.'	We have started a attendance sheet for everyday	12/19/24
2	250.06(9)(j) Meals & Snacks - Records Description: The licensee didn't have a record of the meals and snacks she has been serving to children. Rule states 'Accurate records of meals and snacks served to children shall be available for review by parents and the licensing representative.'	We are making monthly menus for each parent to see	12/19/24

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3	250.09(3)(b) Infant & Toddler - Food & Formula Brought From Home Description: Rule states 'Ensure that food, breastmilk and formula brought from home are labeled with the child's name, dated, and refrigerated, if required'. On this date, cans of formula and bags of breastmilk were present but not labeled with children's names.	we are now labeling all food and formula	12/19/24	
4	250.09(4)(e) Infant & Toddler - Soiled Disposable Diapers Description: Rule states a provider shall 'place soiled diapers in a plastic-lined, covered container and dispose of them daily.' On this date, the bathroom wastebasket was full to the top with soiled diapers, and there was no lid/cover on the wastebasket.	I bought a new trash can with a lid.	12/19/24	

NAME - Agency Worker
Heather Ruf

Date Issued
12/5/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Greg Newman

Date Signed

12/19/24