

Date Correction Plan Due 7/3/2025 **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 202.065, 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 Pandas Playhouse Child Care Ctr Llc **Provider Number / Facility ID Number** 3000591813 / 001 - 2007050

Address - Facility (Street, City, State, Zip Code) 2806 W Lisbon Ave Milwaukee WI 532082027 **Telephone Number** 414-640-9220 **Date - Regulation Visit** 6/10/2025

Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
251.04(6)(b)	Current, Accurate Daily Attendance Record			
	Description: The daily attendance record is not current and accurate. An arrival time has not been recorded for a child who is observed in the care of the center. Arrival times were not recorded for four children on 5/8/25. In addition, per a review of a sampling of attendance records they do not contain the last names of children or their birthdates.	<p><i>This was corrected.</i></p> <p><i>I will be more thorough moving forward.</i></p>	6/10/2025	6/10/2025

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<p>2 251.04(6)(c) Daily Attendance Record - Transportation</p> <p>Description: Per the report of the licensee, she has not maintained a daily attendance record for transportation which includes the actual time the child was picked up or dropped off since being approved for transportation to include the 3 children who were transported the morning of the monitoring visit. There are no daily transportation attendance records available for review.</p>	<p>I have the correct sheets.</p>	<p>6/15/25</p>	
<p>3 251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: The licensee has left the center but failed to record a departure time and is still recorded as meeting the staff-to-child ratio. Per a review of staff hours the records do not identify which classroom the staff person worked in when meeting the staff-to-child ratio.</p>	<p>It's been corrected</p>	<p>6/15/25</p>	
<p>4 251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Staff B has not maintained a current certificate of completion for infant and child CPR with AED. Staff B's certificate is expired.</p>	<p>She only drives Van I did not know she needed if for that.</p>	<p>6/15/25</p>	

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5 251.05(3)(g)1.
Assistant Child Care Teacher - Supervision

Description: An assistant child care teacher (Staff A) is not working under the supervision of a child care teacher during the visit. She is alone in the center caring for children.

This staff has signed up for this class starting 7-9-24-2025.

7/2/25

6 251.05(1)(f)
Child Tracking Procedure

Description: Staff A and the licensee were unaware of the last name of a child who was in the care of the center during the monitoring visit. In addition, the daily attendance record is used to ensure the number, names and whereabouts of children in care are known to the assigned child care workers at all times however the name of one of two children observed in the center is not listed on the attendance record.

I will keep my office door unlocked for staff if need to get piles.

6/16

NOTE: This was corrected during the visit when the licensee returned to her home to obtain the key for her office to gain access to children's files.

7 251.06(2)(a)
Potential Source Of Harm On Premises

Description: A black, plastic garbage bag filled with balls is accessible to children on the floor in the infant/toddler classroom bathroom. An approximately 3 foot tall refrigerator is perched on top of a wooden filing cabinet in the infant/toddler classroom and the refrigerator wobbles when touched.

These items were moved

6/16

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8 251.06(2)(d) Access To Materials Potentially Harmful To Children Description: A mop bucket containing dirty mop water/cleaning solution is accessible to children on the floor in the kitchen.	This has been corrected. The bucket usually always sits in the back hallway.	6/11/25	
9 251.07(1)(a) Written Program Of Activities Description: Developmentally appropriate programming was not provided to a 10 year old child who is observed to be alone in a classroom watching television during the visit.	Staff has been told to about this. I have lots for them to do	6/11/25	
10 251.07(5)(a)4. Meals & Snacks - Minimum Meal Requirements Description: USDA minimum meal requirements are not always met. Per the report of staff Very Berry Captain Crunch cereal, oranges and orange juice was served for breakfast. Very Berry Captain Crunch cereal does not meet the USDA requirements. Morning snack was also observed. Cheese balls were served to one child and frosted animal cookies were served to another child. These items do not meet the USDA requirements and a second snack component was required but not served. The posted menu includes jello and oatmeal cookies as snack components however these items do not meet USDA requirements.	I've had the same approved menus since 2021, but I have made a few changes	6/22/25	

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<p>11 251.07(5)(a)6. Menus - Changes</p> <p>Description: Changes to the menus were not recorded. The menu states whole grain cereal, fresh banana slices and milk were served for breakfast when Very Berry Captain Crunch cereal, oranges and orange juice were reported to have been served. The snack menu states Oatmeal cookies and milk were served when frosted animal cookies and cheese balls were served.</p>	<p>All menus have been updated</p>	<p>6/22/25</p>	
<p>12 251.07(6)(1)b. Medication Administration - Containers & Labeling</p> <p>Description: Medication at the center for Child #1 is not in the original container and is not labeled with the child's name.</p>	<p>Parent has been notified and said she will get a different script from doctor</p>	<p>6/22/25</p>	
<p>13 251.07(6)(9)6. Current Authorizations For Medications On Premises</p> <p>Description: A medication authorization on file to administer emergency seizure medication for Child #1 is incomplete. The authorization on file does not have a start or date end date.</p>	<p>Form will be corrected when parent gets updated medication</p>	<p>6/20/25</p>	

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14	251.08(2)(a) Permission - Purpose Of Transport Description: Child #3 was transported by the licensee the morning of the licensing visit without signed permission from the parent or guardian including the purpose of the transportation and the parent or guardians's permission to transport the child for that purpose.	There was an approved transportation paper in child's folder	6/16/25	
15	251.08(3)(b) Information In Vehicle - Emergency Information Description: A copy of the required permission and emergency information was not carried in the vehicle for three children transported by the licensee the morning of the licensing visit.	this was updated	6/16	
16	251.08(3)(c) Information In Vehicle - Route And Stops Description: The transportation route and scheduled stops was not carried in the vehicle when 3 children were transported by the center. The routes and stops maintained at the center does not include all stops.	this was updated	6/16	

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17 251.08(4)(b) Driver Orientation - Requirement Description: Staff B, who transported children on 5/24/25 does not have a documentation of a completed driver training on file.	This has been corrected	6/10/25	
18 251.08(5)(b) Vehicle Inspection Report Description: The licensee has failed to provide the department with evidence of a vehicle's safe operating condition on a form prescribed by the department- Vehicle Safety Inspection for the center minivan.	This has been corrected	6/10/25	

NAME - Agency Worker
Maureen Statten, Kristin Lange

Date Issued
6/19/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

6/7-2025