

Date Correction Plan Due 10/21/2024	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 Dcpc East Head Start And Cc		Provider Number / Facility ID Number 1000559601 / 013 - 1006265		
Address - Facility (Street, City, State, Zip Code) 30 Dempsey Rd Madison WI 53714		Telephone Number 608-240-4712	Date - Regulation Visit 10/1/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(4)(a)2.c. Parent Notification - Injury, Consumption Of Allergen, Incorrect Medication Description: The center did not immediately notify parents when a child consumed food that may have contained an allergen.	This incident happened at snack time, the parent was notified as soon as the teacher realized what had happened and ensured the child was ok. The staff along with the site director, Health Manager and administrator reviewed the policies in place so parents are notified immediately if there are any future incidences.	10/15/2024	
2	251.07(5)(a)9m. Special Diets - Food Allergy Description: The center did not follow the parents written request of a special diet when a food allergen was served to a child.	The procedures that all staff are required to follow have been reviewed with staff. There is a more in depth look into those procedures by administration to ensure that all staff that care for children with food allergies understand and fully follow the food plan created for a child and there are no barriers to those procedures.	10/15/2024	

NAME - Agency Worker
Rebecca Brickson

Date Issued
10/7/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

10.28.2024