

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

Date Correction Plan Due
12/6/2024

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 Hcls Extended Care		Provider Number / Facility ID Number 5000560275 / 002 - 1003112	
Address - Facility (Street, City, State, Zip Code) 12300 W Janesville Rd Hales Corners WI 531302350		Telephone Number 414-529-6701	Date - Regulation Visit 11/20/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	251.05(2)(a)2. Staff Record - Completed Background Check Description: Fingerprints not completed for the following individuals: Individual 003 Repeat violation: Previously cited on 8/20/2024	Fingerprints to be completed by 12/6/2024	Done

NAME - Agency Worker
Kimberly Pahlow-Anderson

Date Issued
11/22/2024

SIGNATURE - Certified Operator or Designee, Licensee or Designee

Date Signed
12/2/24

STAFF IDENTIFICATION KEY
CONFIDENTIAL INFORMATION - DO NOT POST

Use of form: Use of this form is voluntary, however, because Noncompliance Statements and Correction Plans are posted on the Child Care Finder website, a key must be used to protect the confidentiality of children and staff name for noncompliance statements and other documents.

Instructions - Licensed programs: Noncompliance Statement and Correction Plan (DCF-F-CFS0294-E) and enforcement action documents must be posted next to the license certificate. However, this identification key contains confidential information, and **must not be posted** next to those documents. Post the attached document as required and keep this identification key on file for reference purposes.

Instructions - Certified programs: Noncompliance Statement and Correction Plan (DCF-F-CFS-2094-E) are not required to be posted next to the certificate. If you choose to post your Noncompliance Statement and Correction Plans, do not post this document. It contains confidential information and should be kept on file for reference purposes.

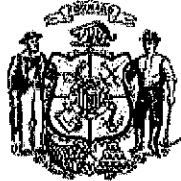
Name - Facility / Program Hcls Extended Care	Facility ID / Provider Number 1003112 / 5000560275-002	Date 11/20/2024
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Form completed as attachment to Noncompliance Document

STAFF / FAMILY MEMBER / OTHER ADULT

ID	NAME	POSITION
003	Madeline Robbins	Teacher - Assistant

DEPARTMENT OF CHILDREN AND FAMILIES
CHILD CARE BACKGROUND UNIT
201 W WASHINGTON AVE
PO BOX 8916
MADISON, WI 53708-8916

	State of Wisconsin	Provider # 5000560275/002
	Contact: Child Care Background Unit Phone: (608) 422-7400 Fax: (608) 422-7155 TTY: Dial 711 for TTY Service	Facility ID 1003112

Date: 11/28/2024

000017
DIANE SHIPPEL
HCLS EXTENDED CARE
12300 W JANESVILLE RD
HALES CORNERS, WI 53130-2350

The State of Wisconsin is an equal opportunity service provider. If you need this material in a different format because of a disability, or if you need this letter translated or explained in your own language, please call the telephone number shown above. These services are free.

Final Background Check - Eligibility

The Department of Children and Families (DCF) conducted a background check on MADELINE ROBBINS. This individual **passed** the final background check process for the following role:

- Caregiver

This means the DCF Child Care Background Unit has completed all the components of the required background check and determined the individual is eligible to assume a role or reside at a child care program.

This eligibility is valid while the individual remains employed or residing at your program until the next required background check is completed.

The law requires DCF to conduct a fingerprint-based criminal record search every five years for any of the following:

1. A child care applicant or licensee/operator
2. A household member 18 years or older residing on the premises of a proposed or licensed/certified child care center
3. An employee 18 years or older of a child care program in a caregiver or non-caregiver role
4. An applicant, licensee/operator, caregiver or employee of a child care who has not been a resident of Wisconsin at any time within the last five years
5. A household member 18 years or older who has not been a resident of Wisconsin at any time within the last five years
6. DCF determines there is a reasonable basis to require a fingerprint-based criminal record check

A fingerprint-based criminal record search is conducted annually on any applicant, licensee/operator or employee who currently resides outside the state of Wisconsin.

The background check is valid for up to 180 days after an individual leaves employment in a child care program. After 180 days, a new FBI fingerprint-based background check is required.