

Date Correction Plan Due 3/5/2026	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)(l) 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 2/11/2026	
	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: During a review of the medical log book there are several entries where a child sustained a minor head injury and parents were notified at pick up time. All head injuries need to be reported to the parent immediately.	Communication to staff to ensure call made to parent at time of event not at pick up.	2/20/26	
2	251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5 Description: Child #1 and Child #2 who have been enrolled for more than 3 months do not have a physical on file.	Forms attached	3/2/26	

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3	<p>251.04(6)(b) Current, Accurate Daily Attendance Record</p> <p>Description: Attendance was not current and accurate at the time of the visit. Two children present do not have a time of when they arrived documented.</p>	<p>Attendance documentation policy changed to document time of arrival in classroom as well as at the front desk. See attached</p>	2/20/26	
4	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Staff B who has been employed at the center for more than 3 months does not have training in CPR/AED.</p>	<p>CPR/AED has been scheduled for April 22nd</p>	4/22/26	
5	<p>251.055(1)(f) Child Tracking Procedure</p> <p>Description: One child in the 3 year old room (room 1081) was not marked in on the child tracking sheet.</p> <p>Repeat violation: Previously cited on 3/31/2025</p>	<p>Notification went out to all staff and the specific teacher was spoke with individually.</p>	2/20/26	
6	<p>251.06(2)(a) Potential Source Of Harm On Premises</p> <p>Description: In several classrooms there is a loose cord hanging from a ceiling light and there are several loose cords from a smart board accessible to children. Loose cords are a strangulation hazard.</p> <p>Repeat violation: Previously cited on 3/31/2025</p>	<p>Clips were added to the wall and the back of smart boards to attach cords. Power strips were also added to smart boards so only 1 cord is needed.</p>	2/20/26	

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7	251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: A monthly tornado drill was not conducted in September or October 2025. Repeat violation: Previously cited on 8/20/2024	Schedule of automated reminders created to ensure these are not missed.	2/12/26	
8	251.07(6)(dm)2. Medical Log - Pages & Entries Description: There are several skipped lines between entries in the medical log book.	Staff notified and will be reviewed at next staff meeting.	2/20/26	
9	251.07(6)(dm)3.b. Medical Log - Injury In Care Description: Several entries were not made in the medical log book on the date of the injury. Repeat violation: Previously cited on 7/30/2025	Staff notified and will be reviewed at next staff meeting.	2/20/26	
10	251.07(6)(f)6. Current Authorizations For Medications On Premises Description: There is a tube of After Bite cream on the premises with no current medication authorization form.	Tube removed staff notified.	2/12/26	

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NAME - Agency Worker
Sara Cooney, Kristin Lange

Date Issued
2/19/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Diane Shippel

2/25/26