

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

Date Correction Plan Due: 4/3/2024

TO FILE A COMPLAINT CALL: 715-930-1148

**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: Congregational Preschool Inc  
Provider Number / Facility ID Number: 6000577946 / 001 - 520124

Address - Facility (Street, City, State, Zip Code): 2503 Main St La Crosse WI 54601  
Telephone Number: 608-784-3640  
Date - Regulation Visit: 3/7/2024

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>1 251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5</p> <p>Description: Each child 2 years of age and under age 5 shall have an initial health examination not more than one year prior to nor later than 3 months after being admitted to the center. Child #2 has been in care for more than 3 months and did not have a child health report on file.</p>	<p>A new health report form will be provided to the family - I will remind the family that we need a physical from each child.</p>	<p>4/10/2024</p>	
<p>2 251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: The file for Staff D did not contain documentation of a physical examination report on a form provided by the department, completed within 12 months before or within 30 days after beginning work with children in care, indicating the person is free from illness detrimental to children, including tuberculosis, and physically able to work with young children.</p>	<p>The physical form has been placed in the Staff's file.</p>	<p>3/21/2024</p>	

Name - Certified Operator / Licensed Center

Congregational Preschool Inc

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<p>3</p> <p>251.05(2)(a)4.a. Staff Record - Registry Certificate</p> <p>Description: Staff E has worked at the center for more than 6 months and were missing a certificate from The Registry documenting that the person has met the educational qualifications of the positions they hold and do not have other documentation of educational qualifications.</p>	<p>The Staff will obtain a Registry certificate or proof of teaching license for their file.</p>	4/21/2024	
<p>4</p> <p>251.05(3)(f)3. Child Care Teacher - Entry-Level Training</p> <p>Description: Employee E, who has been used to meet staff to child ratios and have worked at the center for over 240 hours, had no documentation of having completed the entry level training requirements of a child care provider.</p>	<p>The Staff will provide their college transcripts with proof of qualifications.</p>	3/22/2024	
<p>5</p> <p>251.07(6)(f)5. Medication Administration - As Labeled &amp; Authorized</p> <p>Description: A medication past its expiration date as indicated on the label may not be administered to a child. There was an expired albuterol inhaler for a child in the medication box. Repeat violation: Previously cited on 9/14/2023</p>	<p>Parents were notified and current medication was provided.</p>	3/21/2024	

NAME - Agency Worker  
Kimberly Jasper

Date Issued  
3/20/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

*Kimberly Jasper*

3/21/2024