

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

Date Correction Plan Due
5/20/2024

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 Guided Steps Child Development Ctr		Provider Number / Facility ID Number 2000585522 / 001 - 1015176		
Address - Facility (Street, City, State, Zip Code) 3250 N 45Th St Milwaukee WI 53216		Telephone Number 414-467-6454		
Rule/Statute Number Noncompliance Statement		Correction Plan		
1	250.04(3)(L) Report - Temporary Closings Description: The center failed to notify the department in writing that the center would be temporarily closed for longer than 2 weeks: the center was closed January and February 2024.	Spoke with Kirshn on April 24th and explained why the center closed. Going forward will provide adequate	4/24/24	4/24/24
2	250.04(6)(a)1.e. Child Record - Enrollment Information - Other Emergency Contact Description: The enrollment form for Child 4 lacked emergency contact information when a parent cannot be reached.	Parent provided emergency contact information	4/23/24	4/23/24

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4/18/2024

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3 250.04(6)(a)4.a. Child Record - Physical Exam - Under 2 Description: There was no record for Child 2 of having a physical exam in the past 6 months. The last exam was in September 2023. Repeat violation: Previously cited on 5/13/2022	Parent scheduled an examination for child.	5/29/24	
4 250.04(6)(a)4.b. Child Record - Physical Exam - Over 2, Under 5 Description: There was no record for Child 4 of having a follow up health examination within the past 2 years; the last exam was in September 2021.	Parent scheduled an examination for child.	6/11/24	
5 250.05(2)(d)1. Staff File - Physical Examination - Form Description: There was no health report on file for Staff B; Staff B started working in September 2022 and would have needed a completed report within 30 days.	Examination was scheduled for Staff member	6/2/24	
6 250.05(3)(m) Biennial Training - Child Abuse & Neglect Description: Staff A does not have documentation of a current child abuse and neglect training. The most recent training on file for Staff A is from February 2023.	Class starts in June for Staff member	6/5/24	

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7 250.06(2)(c) Access To Materials Potentially Harmful To Children Description: Plastic bags were observed in an unlocked cabinet under the sink in the kitchen and accessible to children. **This was corrected during the monitoring visit**	Corrected at visit	4/18/24	
8 250.06(2)(e) Potential Source Of Harm On Premises Description: In the outdoor play space, the siding of the house is missing and nails were observed sticking out of the house and accessible to children. Repeat violation: Previously cited on 5/8/2023	Contractor will begin work by June 15	7/1/24	
9 250.06(2)(k) Deteriorating Or Toxic Paint Description: There are several areas of flaking paint in the outdoor play space and accessible to children. Repeat violation: Previously cited on 5/8/2023	Contractor will begin work by June 15	7/1/24	
10 250.06(2)(m) Premises - Condition & Repair Description: In the kitchen, the ceiling fan is caked in dust. Repeat violation: Previously cited on 5/8/2023, 5/13/2022	ceiling fan cleaned day of monitoring	7/1/24	

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11 250.06(2)(n)1.b. Radon - Testing, Current Providers Description: A test for radon gas levels was not conducted by September 2023.	Radon kit installed 5/11/24	5/11/24	
12 250.06(4)(a)1. Smoke Detectors Description: The smoke detector was beeping at the time of the licensing visit.	Placed batteries in smoked detector	4/18/24	
13 250.07(3)(a)4. Play Equipment - Condition Description: A large basketball hoop in the outdoor play space was observed to be tipped over and the plastic backboard of the hoop was broken with sharp edges and accessible to children.	Removed basketball hoop	4/18/24	
14 250.07(6)(b)2. Medical Log Book - Pages And Entries Description: Medical log book was only numbered to pg. 13. **This was corrected during the monitoring visit**	Corrected at visit	4/18/24	

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<p>15 250.09(4)(b) Infant & Toddler - Diaper Changing Surface - Disinfection Description: The diaper changing pad was observed to have small rips/tears making the surface unable to be disinfected easily. Repeat violation: Previously cited on 5/13/2022</p>	<p><i>Corrected during visit</i></p>	<p><i>4/18/24</i></p>	

NAME - Agency Worker
Kristin Keck, Maureen Stallen

Date Issued
5/2/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

5/20/24