

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

Date Correction Plan Due
5/5/2025

TO FILE A COMPLAINT CALL
262-446-7800

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		Provider Number / Facility ID Number	
My Home To Your Home		7000590307 / 001 - 2005355	
Address - Facility (Street, City, State, Zip Code)		Telephone Number	
2728 N 24Th St Milwaukee WI 532061141		414-779-9200	
Rule/Statute Number		Correction Plan	
Noncompliance Statement		Expected Completion Date	
1 250.04(6)(b) Current, Accurate Daily Attendance Record Description: Attendance is not accurate. At the time of the visit a child who was not at the center was signed in on the attendance form. 7 children were signed in on the attendance on 3/31/25 but not signed out. On 1/6/25, 1/7/25, 1/8/25, 1/9/25, 1/23/25, 1/24/25 and 3/28/25 one child is signed in but not signed out. There is no center attendance for the week of 2/2/25, 2/10/25, 3/3/25, 3/10/25 and 3/17/25. None of the attendance list the date of birth for the children. Repeat violation: Previously cited on 6/5/2024		All children will be signed in and out daily and their date of birth will be added to the daily Attendance sheet All missing sheets are present	
		Verification Date	
		4/2/2025	

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Date - Regulation Visit
4/1/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>2 250.05(2)(a) Staff File - Staff Record Form</p> <p>Description: Staff's A's file is missing an address, date of birth, position, previous work experience, reason for leaving previous positions and the name, address and telephone number for person to be notified.</p> <p>Repeat violation: Previously cited on 5/22/2023</p>	<p>File updated</p>	<p>4/2/2025</p>	
<p>3 250.05(2)(c) Staff File - Days, Hours Worked</p> <p>Description: Staff are not consistently documenting their days and hours worked to meet ratio. At the time of the visit two staff are signed in as working when only one staff is present. On 3/31/25 2 staff who are signed in are not signed out. On 3/28/25 3 staff who are signed in are not signed out.</p> <p>Staff days and hours worked are missing for week of 1/5/25, 1/12/25, 1/19/25, 1/16/25, 2/2/25, 2/10/25, 2/16/25, 3/3/25, 3/10/25, and 3/17/25.</p> <p>Repeat violation: Previously cited on 6/5/2024</p>	<p>Staff will sign in and out daily</p>		
<p>4 250.05(2)(d)1. Staff File - Physical Examination - Form</p> <p>Description: Staff A who has been employed for more than 30 days does not have a physical on file saying she can physically work with children and that she is free from illness detrimental to children.</p>	<p>Staff hrs turned in Paper work</p>	<p>4/7/2025</p>	

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5 250.05(4)(a) Staff Orientation - Documentation Description: Staff A who has been employed for more than a week does not have documentation of having had an orientation.	orientation paperwork completed	4/1/2025	
6 250.06(2)(c) Access To Materials Potentially Harmful To Children Description: There is a container of Clorox wipes accessible to children in the kitchen. Children have to walk through the kitchen to use the bathroom. Repeat violation: Previously cited on 6/5/2024, 5/22/2023	wipes put up and locked away.	4/1/25	
7 250.06(2)(e) Potential Source Of Harm On Premises Description: There is a loose cord from a lamp and a bouncy seat accessible to children. There were broken window blinds with slats hanging. Repeat violation: Previously cited on 5/22/2023	lamp is removed and Bouncy seat put away	4/1/25	

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<p>8 250.06(2)(m) Premises - Condition & Repair</p> <p>Description: There is a small hole in the drywall in the dining room, accessible to children.</p> <p>The kitchen floor is torn and plywood is exposed.</p> <p>The metal stripping used as a floor transition is pulled up on one side.</p> <p>Several window blinds are broken with slats hanging and accessible to children.</p> <p>Repeat violation: Previously cited on 5/22/2023</p>	<p>Hole repaired</p> <p>Floor redone</p> <p>strip replaced</p> <p>All blinds replaced</p>	4/7/2025	
<p>9 250.07(4)(c) Naps - Sleep Surface & Placement - Child 1 Year And Older</p> <p>Description: A child who was napping was not on a bed, cot, padded mat or a sleeping bag when the child was sleeping observed sleeping on a bean bag type floor cushion.</p> <p>The was corrected at the time of the visit.</p>	<p>napping child will be put on cot.</p>	4/1/25	
<p>10 250.09(1)(c)1. Infant & Toddler - Information For Providing Individualized Care</p> <p>Description: There is no infant/toddler intake form on file for child #3.</p>	<p>Intake for 2 and order is filled out.</p>	4/1/25	

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NAME - Agency Worker
Sara Cooney, Kristin Keck

Date Issued
4/18/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Jhemelle Dwyer
DCF-F-CFS0294-E (R.06/2011)

5/9/25