

Date Correction Plan Due 8/12/2024	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)(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 Sussex Ninja Summer Camp		Provider Number / Facility ID Number 8000590498 / 001 - 2005548	
Address - Facility (Street, City, State, Zip Code) N64w24678 Main St Ste 8 Sussex WI 53089		Telephone Number 262-404-7140	Date - Regulation Visit 7/29/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	252.425(1)(b) Child Tracking Procedure Description: Tracking documents not maintained in same room as child care group Repeat violation: Previously cited on 8/2/2022	Alert reminder to team to have student roster in room with students at all times. We will ensure the clipboard goes where the children go. DONE EW	discussed on 7/29/24 and moved to room immediately 8/8/2024
2	252.44(6)(g)3.c. Medical Log - Medication Administration Description: Medication authorized not being logged when administered	Alert to review log and not administration of insulin has to be logged daily of student, when it is administered log all details. DONE EW	discussed on 7/29/2024, log used for every dose since. 8/8/2024

NAME - Agency Worker
Paul Spink

Date Issued
7/29/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Shirley Webster

8/8/2024