

Date Correction Plan Due
4/28/2025

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

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: Little Garden Childcare Center Llc
Provider Number / Facility ID Number: 3000590873 / 001 - 2006003

Address - Facility (Street, City, State, Zip Code): 2015 W Atkinson Ave Milwaukee WI 532096815
Telephone Number: 414-550-6501
Date - Regulation Visit: 4/8/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: The licensee is using two different methods to document the hours worked by staff to demonstrate who is meeting the required staff-to-child ratio and in which classroom the person worked. One method is documenting the hours on Section C of the daily attendance record which does not identify which classroom the staff person worked in. The other method is a separate titled "tracking" for each of the center classrooms however per a review of a sampling of days some of the sheets are missing and not available for review. Repeat violation: Previously cited on 1/14/2025	As of 4/14/25. The facility has tracking attendance sheet for both the infant room and school-age room. There is now a separate sign in sheet for both rooms. Each employee must sign in for the room in which they are working. An sign in sheets will have the date, name of the room, ex infant room, and name of each teacher. All staff must sign in upon arrival only on the sheet for the room which they are working.	4-16-2025 4-14-2025	

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2	<p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Staff G, who has been employed since 2/3/25, does not have documentation on file demonstrating completion of the required child abuse & neglect training within one week of employment.</p> <p>NOTE: Staff G completed this training on 4/8/25 following the monitoring visit and the licensee then submitted Staff G's certificate of completion to the department.</p> <p>Repeat violation: Previously cited on 1/14/2025</p>	<p>Little Garden Child Care will start using the regular attendance forms for each class and on each attendance form we will label on the top of the form the name of the classroom so that it could be more organized so that staff can be recorded moving forward.</p>	4-17-2025

NAME - Agency Worker
Maureen Slatten, Sara Cooney

Date Issued
4/15/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Sara Cooney

Date Signed
4-17-25