

Date Correction Plan Due 2/28/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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 Wee Winni Child Care Center Inc		Provider Number / Facility ID Number 0000559850 / 001 - 420382		
Address - Facility (Street, City, State, Zip Code) 700 W Linwood Ave Oshkosh WI 549011823		Telephone Number 920-230-2781	Date - Regulation Visit 2/12/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a) Staff Record - Maintenance & Availability Description: Two staff members did not have files at the center and they both have been working at the center for over 2 weeks. Repeat violation: Previously cited on 8/2/2023, 3/3/2023	Get files made and put in file cabinet	2/28/24	
2	251.05(2)(a)3.a. Staff Record - Physical Examination Description: One staff member did not have a physical in her file after 30 days of employment - see checklist. Repeat violation: Previously cited on 8/2/2023	Find lost physical and put in file	2/28/24	

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700 W Linwood Ave Oshkosh WI 549011823		920-230-2781	2/12/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	<p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: One staff member did not have abusive head trauma training prior to working with children - see checklist.</p> <p>Repeat violation: Previously cited on 8/2/2023</p>	Make sure staff does AHT training	2/14/24	
4	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: One staff member did not have her current CPR training completed.</p> <p>Repeat violation: Previously cited on 8/2/2023</p>	Have staff member complete CPR training	4/4/24	
5	<p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Five staff members did not have a current child abuse and neglect training certificate in their files - see checklist. They last did the training in March of 2021.</p> <p>Repeat violation: Previously cited on 8/2/2023</p>	Have staff complete training and put certificates in files	2/28/24	
6	<p>251.05(4)(a) Staff Orientation - Develop, Implement, Document</p> <p>Description: Two staff members did not have an orientation completed within their first week of hire -see checklist.</p>	Complete orientations	2/28/24	

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7 251.07(1)(a) Written Program Of Activities Description: The older room and toddler room did not have lesson plans posted. Repeat violation: Previously cited on 8/2/2023	Post lesson plans in all rooms	2/14/24	
8 251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: The medical logbook was last reviewed on 6/1/23. This needs to be reviewed with staff every 6 months. Corrected during the visit. Repeat violation: Previously cited on 5/3/2022	Complete updates and reviews in log book every 6 months	2/13/24	
9 251.09(1)(e) Infant & Toddler - Provider Training Description: The teacher in the infant room did not complete infant and toddler training within 6 months of hire - see checklist.	Complete ^{infant &} toddler training	4/1/24	

NAME - Agency Worker
Jill Kellner

Date Issued
2/14/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
4/4/24

Jicki Waning