

Date Correction Plan Due
6/17/2024

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
920-785-7811

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

Day By Day Discoveries

Provider Number / Facility ID Number

Address - Facility (Street, City, State, Zip Code)
120 Commerce Dr Luxemburg WI 542171142

1000559981 / 003 - 2002994

Telephone Number
920-845-2211

Date - Regulation Visit
4/24/2024

	Rule/Statute Number	Correction Plan	
	Noncompliance Statement	Expected Completion Date	Verification Date
1	251.04(3)(k)1. Report - Law Enforcement Contact - Harm Description: The licensee failed to report law enforcement contact on 04/17/2024.	Report immediately after answering any questions. In regards to a current staff member	Immediately
2	251.05(3)(e)2. Center Director - Responsibilities Description: The director confirmed that child care workers reported concerns of a co-worker using prohibited actions. These concerns were not investigated due to the reporting not being in writing and the director working through additional matters at the time.	Report immediately - Require both verbal & written so correct information can be reported.	Immediately

* Policy changed.
Done within 30 minutes of any report.

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Day By Day Discoveries		1000559981 / 003 - 2002994		
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120 Commerce Dr Luxemburg WI 542171142		920-845-2211	4/24/2024	
Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.07(2)(e) Child Guidance - Prohibited Actions Description: A child care worker used prohibited actions with infants when the worker was observed "force-feeding" infants bottles.	Reviewed feeding procedures with infant staff	Immediately	
4	251.07(2)(e)2. Prohibited Actions - Verbal Description: A child care worker used profanity while working in the infant room. The same child care worker was also observed yelling at children in the 2.5-3-year-old-room.	Reviewed policy with staff using words and acting appropriately when working @ kids	Immediately	
5	251.09(3)(a)11. Infant & Toddler - Care During Feeding Description: A 10-month-old child, not developmentally able to sit in a chair was placed in a chair, instead of being provided a high chair or seat with safety straps.	Additional high chairs were purchased for kids under age of (1) year.	Immediately	

NAME - Agency Worker
Erin Taylor

Date Issued
6/3/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

DCI - 02/04/18 (R 05/201)

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