

DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL

Date Correction Plan Due
6/4/2025

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	
Carolyn A Jackson		1000562561 / 001	
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit
8619 W Appleton Ave Milwaukee WI 53225		414-873-3330	5/21/2025
	Rule/Statute Number	Correction Plan	Expected Completion Date
	Noncompliance Statement		Verification Date
1	<p>202.08(12)(c) The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Developing A Written Contract That Specifies The Charge For Child Care And The Expected Frequency Of Payment For The Service. The Contract Shall Be Signed By The Operator And A Parent Or Guardian.</p> <p>Description: Child #3 was missing a written contract that specifies the charge for child care services and the expected frequency of payment that is signed by a parent or guardian and the operator.</p>	<p>Parent filled out contract for child #3.</p>	<p>5-2-2025</p>

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2	<p>202.08(12)(f)1-4 Prior To A Child's First Day Of Attendance For Any Child In Care, Obtaining Information On A Form Prescribed By The Department With Enrollment And Health History Information, Including All Of The Following:</p> <ol style="list-style-type: none"> 1. The Parents' Home And Work Phone Numbers. 2. Health History, Including Information Relating To A Child's Special Health Care Needs And Emergency Care Plan. 3. The Parents' Signed Consent For Emergency Medical Care. 4. A Name And Number To Call If The Child Requires Emergency Medical Care. <p>Description: Child #2 did not have an updated enrollment and health history information and document was missing required information.</p> <p>Child #4 did not have an enrollment and health history information on file.</p>	<p>Parent fax over enrollment and health history form to doctor form was filled out in return for child #2.</p> <p>A health history form was filled out for child #4.</p>	<p>6-2-2025</p> <p>6-2-2025</p>	
3	<p>202.08(12)(i) The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Informing The Parent In Writing Whether The Premises And Child Care Business Are Covered By A Child Care Liability Insurance Policy.</p> <p>Description: The operator did not communicate with the parent, informing the parent in writing whether a child care liability insurance policy covers the premises and child care business for child #4.</p>	<p>Parent filled out contract for child regarding liability insurance in what it covers.</p>	<p>5-27-2025</p>	

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4 202.08(2)(c)
The Indoor And Outdoor Areas Of The Home Shall Be Free Of Hazards. Potentially Dangerous Items And Materials Harmful To Children, Including Power Tools, Flammable Or Combustible Materials, Insecticides, Matches, Drugs And Any Articles Labeled Hazardous To Children Shall Be In Properly Marked Containers And Stored In Areas Inaccessible To Children.

Description: Disinfectant wipe was on the bathroom counter and was accessible to the children.

Disinfectant wiper
were removed off
the counter bathroom.

5-21-25

5 202.08(4)(a)1.
For Each Child Under 2 Years Of Age, A Report Of A Physical Examination Conducted Not More Than 6 Months Prior To Nor Later Than 3 Months After The Child Is Admitted, And A Follow-Up Health Examination At Least Once Every 6 Months Thereafter.

Description: Child #4 was missing an updated health report on file.

Parent filled out
health report for
Child #4.

6-2-2025

6 202.08(4)(a)2.
For A Child 2 Years Of Age Or Older, A Report Of A Physical Examination Conducted Not More Than 2 Years Prior To Nor Later Than 3 Months After The Child Is Admitted, And A Follow-Up Health Examination At Least Once Every 2 Years Thereafter

Description: Child #1 was missing health report on file.
Child#3 was missing an updated health report on file.

Parent filled out
report for child #1

A updated health report
was filled out for
Child #3

6-2-2025

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Expected Completion Date

Verification Date

Date Issued
5/21/2025

NAME - Agency Worker
Lou Thao, Deborah Kersting

Date Signed
6-3-2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Carolyn Jackson