

Date Correction Plan Due 8/5/2022	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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 Kids And Company Day Care		Provider Number / Facility ID Number 3000559683 / 001 - 520542	
Address - Facility (Street, City, State, Zip Code) 500 E Veterans St Tomah WI 54660		Telephone Number 608-372-1694	Date - Regulation Visit 7/13/2022
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Each child under 2 years of age shall have an initial health examination not more than 6 months prior to nor later than 3 months after being admitted to the center, and a follow-up examination at least once every 6 months thereafter. Child #1 does not have documentation of a follow-up exam within the past 6 months.	Child #1 health report was turned in to us on July 22,2022	July 22.2022
2	251.04(8)(b) Biennial Training - Child Abuse & Neglect Description: Staff C, D and E were missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting. Repeat violation: Previously cited on 7/14/2021, 11/17/2020	All employees completed these. Staff C on 7/28/2022 Staff D on 8/3/2022 Staff E on 8/3/2022	August 3, 2022

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3	251.05(2)(a)3.a. Staff Record - Physical Examination Description: The files for Staff A, C, D, E and H did not contain documentation of a physical examination report on a form provided by the department, completed within 12 months before or within 30 days after beginning work with children in care, indicating the person is free from illness detrimental to children, including tuberculosis, and physically able to work with young children. Repeat violation: Previously cited on 7/14/2021	Staff A - has called to have an appointment setup with Doctor. Staff C - Also called to make an appointment on 8/1/2022 waiting to hear back. Staff D - Will be leaving on 8/12/2022 and could not get in to doctor until after this date. Staff E - Will be going back to college and on 8/19/2022 and was unable to get appointment before this date. Staff H- Will be going to college and was unable to get an appointment before leaving My action plan for this is to have staff that will be returning to have their health report before they start back.	8/5/2022	
4	251.05(3)(b) Shaken Baby Syndrome Prevention Training Description: Documentation of completion of Abusive Head Trauma (AHT) training (or Shaken Baby Syndrome (SBS) Prevention, if taken prior to 8/31/20) was not observed in the files for Staff C and F. AHT/SBS training is required to be completed before a child care worker begins to work with children under age 5.	Staff C- has completed the Network Class for Infant and Toddler, these are part of this class and will be add to her registry. Staff F - Completed the class on 8/4/2022	8/4/2022	
5	251.05(4)(a) Staff Orientation - Develop, Implement, Document Description: Staff C, D and E were missing documentation of having received a complete orientation within their first week at the center. Repeat violation: Previously cited on 7/14/2021, 11/17/2020	Our plan was to have each staff complete this form on the first day of hire. All staff have completed the form that was needed.	8/4/2022	

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6	251.06(4)(d) Exits & Passageways - Unobstructed, Minimum Width Description: Exits and passageways shall have a minimum clear width of 3 feet and be unobstructed by furniture or other objects. The direct exit to the outside from the Toddler room was obstructed by a napping child.	Classroom was adjusted so that sleeping children will not be placed in the way of the exit.	7/18/2022	
7	251.07(6)(f)1.a. Medication Administration - Parent Authorization Description: The parent authorization form for over-the-counter medication must include start and end dates for the length of the authorization. One child's parent authorization form for over-the-counter medication was missing start and end dates for the length of the authorization.	Action plan is to follow-up with staff on appropriate way to have parents fill out the med sheets. If parents have questions they are to be directed to the Administrator or Assistant Director.	7/18/2022	
8	251.07(6)(f)1.b. Medication Administration - Containers & Labeling Description: Per rule, medication must be in the original container and labeled with the child's name. The infant room medication box contained a bottle of liquid Motrin that was not labeled with a child's name.	Action plan was set to make sure that when medication items are brought into the classroom that the box and the contents will be label with child's name and date brought into the classroom.	7/18/2022	

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9	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Intake for Children Under 2 forms were missing documentation of having been updated every three months to reflect changes in the child's development and routines based on discussion with the parent.	We are working on getting parents to update these forms. Our expected completion date is 8/12/2022.	8/12/2022

NAME - Certification Worker / Licensing Specialist Jennifer Stubbe	Date Issued 7/22/2022
SIGNATURE - Certified Operator or Designee / Licensee or Designee 	Date Signed 08/05/2022

DCF-F-CFS0294-E (R.06/2011)

Page 5 of 5