

Date Correction Plan Due 11/8/2023	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	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 Babes In Toyland Childcare Center		Provider Number / Facility ID Number 7000562987 / 004 - 1015680	
Address - Facility (Street, City, State, Zip Code) 4430 Tower Dr Eau Claire WI 54703		Telephone Number 715-830-9432	Date - Regulation Visit 10/10/2023
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>1 251.04(6)(a)8.a. Child Record - Physical Exam - Under 2</p> <p>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 #3 does not have documentation of a follow-up exam within the past 6 months.</p> <p>Repeat violation: Previously cited on 10/27/2021</p>	<p>Director requested the completion of the Child Health Report and to be on file within 2 weeks. Director is working with an Assistant to Review Child Files for updates.</p>	11/10/2023	



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2	251.05(2)(a)3.a. Staff Record - Physical Examination  Description: The files for Staff D, F and G did not contain documentation of a physical examination report 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.  The file for Staff B did not contain documentation of a physical examination report that indicated she was physically able to work with young children.  Repeat violation: Previously cited on 5/19/2022, 10/27/2021	Staff D & F have appointments set to complete the Exam. Staff G is no longer an employee here as she moved away. Director is responsible for the physical exams forms being completed at a timely fashion.	2/01/2024	
3	251.05(2)(a)4.a. Staff Record - Registry Certificate  Description: Staff A and H are missing a certificate from The Registry documenting that the person has met the educational qualifications for the position and the person has worked as a teacher, director and/or administrator at the center for at least 6 months.  Repeat violation: Previously cited on 10/27/2021	Staff A has completed and awaiting the Registry Certificate with updated status. Staff H has completed Registry update and awaiting the Certificate - Registry informal 10-12 weeks - Director will require Registry Certificate to be available upon 1st day of employment.	03/01/2024	
4	251.05(2)(a)4.d. Staff Record - Educational Qualifications  Description: Staff E was working as a qualified teacher on the day of the monitoring visit and there was no documentation in the staff file of the person meeting the educational qualifications of a teacher position.	Staff E is completing his Registry Registration - He has a deadline of 11/10/2023. Director will require Registry Certificate to be present by first day of employment	3/01/2023	



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5	251.05(3)(b) Abusive Head Trauma Prevention Training  Description: Documentation of completion of Abusive Head Trauma (AHT) training was not observed in the file for staff F. AHT training is required to be completed before a child care worker begins to work with children under age 5.	Staff F: Has completed the (AHT) Training. Through previous employment. Director is requiring to retake of this course to be completed by 11/10/2023	11/10/2023.	
6	251.05(3)(cm) Child Abuse & Neglect - Biennial Training  Description: Staff F was missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.	Staff F: F. will be required to take the Child Abuse & Neglect - Biennial Training. Director requires completion by 11/10/2023. Director will make both these trainings completed by first day of employment moving forward.	11/10/23	
7	251.05(4)(c)1. Continuing Education Requirement - Full Time Staff  Description: Contrary to rule, Staff A, B and D did not have documentation of enough hours to meet the yearly requirement of 25 continuing education hours needed in 2022.  Repeat violation: Previously cited on 5/19/2022	Continuing Ed requirements were not timely noted for documentation for year 2022 - Year 2023 was set in place with all Teachers completing "Early Education Trainings" for completion of their required hours. A Staff Meeting held in October 2023 reviewed all of these licensing findings. Meeting directed by the Director.	01/01/2024	

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8	251.06(2)(p)1.b. Radon - Testing, Current Providers  Description: The center failed to conduct a test for radon gas levels by September 1, 2023 as was required by rule changes that took effect on March 1, 2023 giving current providers 6 months to comply with this new rule requirement.	Radon Test has been completed. Director to review all documents in Portal and email/Mailings to closely not miss any important Findings.	11/01/2023	
9	251.07(6)(f)1.a. Medication Administration - Parent Authorization  Description: There was no parent authorization form for a container of medicine in the center med box. The center is required to have written authorization in order to administer medication to a child in care.	Med. Box is updated and complete. Director to oversee on a Weekly check of Medication on file.	11/01/2023	
10	251.07(6)(f)1.b. Medication Administration - Containers & Labeling  Description: Medication must be in the original container and labeled with the child's name and the label includes the dosage and directions for administration. One child's prescription medication was not in the original container and was missing the doctor's prescription label.	The Medication has been properly stored in its original labelled container. Dr. instructions are with it. New updated Authorization completed.	10/30/2023	

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11	251.07(6)(f)6. <b>Current Authorizations For Medications On Premises</b>  Description: The center had expired parent authorizations for medication that was in the med box. A current medical authorization from the parent is required when medication is kept on the daycare premises. In addition, some of the medication itself had expired.  Repeat violation: Previously cited on 2/25/2022, 10/27/2021	Director updated Med Box and all its Medications - updated authorization forms and parental awareness of the med outdated which is null in void and no longer required. Director will perform weekly checks with all Medications including any ointments in the center.	10/30/2023	
12	251.07(6)(i)1. <b>Washing Child's Hands &amp; Face</b>  Description: A staff person in the infant room did not wash a child's hands after diapering as is required by rule. This was observed by the licensing specialist during the monitoring visit.	Re: Staff Handwashing - We reviewed handwashing requirements and the center implemented poster/visuals throughout the center as friendly reminders.	10/30/2023 "Staff Meeting"	
13	251.07(6)(i)2. <b>Adult Handwashing</b>  Description: A staff person in the infant room did not wash her hands prior to changing a child's diaper as is required by rule. This was observed by the licensing specialist during the monitoring visit.	Staff Handwashing Recognitions and the proper times and procedures were reviewed after the license visit and at the "Staff Meeting" Visual / Posters as helpful reminders are posted throughout the center.	10/30/23	



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14	251.09(1)(b) Infant & Toddler - Location & Sharing Intake Information  Description: Rule states that admission information for an infant or toddler shall be on file in the room or area to which the child is assigned. Two children were missing an intake form in the room or area in which the child was being cared for on the day of the monitoring visit.	Director informed (reminded) staff when a child is travelling for a play date under the Age of 2 their Intake Form must follow. "Staff Meeting" Reviewed this as well. Director Guidance	10/30/23	
15	251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection  Description: A staff person in the infant room did not use a two-step process of cleaning and then disinfecting the diaper changing surface after it was used to diaper a child as is required by rule. The staff person stated she thought this only needed to be done if the child had a bowel movement. This was observed by the licensing specialist during the monitoring visit.	A follow through review after license visit was completed that day as a reminder that the (2) step process is always required. "STAFF MEETING" Addressed This Reminder As Well.	10/10/23	

NAME - Agency Worker

Jennifer Stubbe

Date Issued

10/25/2023

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

11/06/2023