

Date Correction Plan Due 7/31/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
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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 Let The Children Come Childhood Learning Center		Provider Number / Facility ID Number 1000580531 / 001 - 1009481		
Address - Facility (Street, City, State, Zip Code) 2902 N 36Th St Milwaukee WI 53210		Telephone Number 414-324-0025	Date - Regulation Visit 7/16/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	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. Description: There was no written contract on file for children #5. The written contracts for children #3 and #4 did not specify the charges for child care and the expected frequency of payments.	I have developed updated written payment agreements that meet all requirements stated in the rule. The new contracts clearly specify the charge for childcare and the expected frequency of payment (weekly, due every Monday). Each contract is signed by both me, the certified childcare operator, and the child's parent or guardian. I have provided a new contract to the parent of child #5 and received signed, updated contracts from the parents of children #3 and #4. All contracts are now filed in the children's individual records. Going forward, I will ensure that a signed contract is completed before any child begins care. I will also conduct quarterly reviews of all active files to make sure each contract remains current and in compliance with the rule.	7/30/25	

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2	<p>202.08(12)(e) 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 Displaying A Copy Of The Certificate In An Area Easily Seen By Parents And Visitors, Unless The Operator Is A Certified In-Home Child Care Operator.</p> <p>Description: The certificate was not posted at the time of the visit.</p>	<p>To correct this, I have immediately posted the current certificate in a clearly visible and accessible area within the daycare, near the main entrance where parents and visitors can easily see it. I have also created a reminder system either a physical checklist or digital calendar alert to ensure the certificate remains posted at all times going forward. I will check this weekly as part of my regular daycare maintenance routine. This will prevent the certificate from being missing during any future visits.</p>	7/25/25	
3	<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: There was no Enrollment and Health History form on file for children #5. The Enrollment and Health History form for child #3 was incomplete.</p>	<p>I have provided a new enrollment and health history form to the parent of child #5 to complete and return before the child's next attendance day. For child #3, I reviewed the existing form with the parent and obtained the missing information to complete the form. Both forms are now fully completed, signed, and on file in the child's individual records. Moving forward, I will ensure enrollment and health history forms are fully completed and returned before any child's first day of attendance. I will implement a checklist during enrollment to verify all required forms are collected and complete prior to starting care.</p>	7/30/25	

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4	<p>202.08(12)(g) 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 Using Information Obtained On The Department-Provided Child Care Intake For Child Under 2 Years Form, Which Collects Essential Information For Infants And Toddlers, To Individualize The Program Of Care For Each Child Under 2 Years Of Age.</p> <p>Description: The Child Care Intake for Child Under 2 form was incomplete for child #3.</p>	<p>To correct this, I contacted the parent of child #3 to review the incomplete childcare intake form and obtained the missing information. The form is now fully completed, signed, and filed in the child's record. Going forward, I will implement a review process during enrollment to ensure all intake forms for children under two are fully completed before the child's first day. This will be included in my enrollment checklist to prevent incomplete forms in the future.</p>	7/25/25	
5	<p>202.08(1m)(a)10.b. A Certified Child Care Operator Shall Comply With The Conditions Of The Certification. The Age Of The Children In Care May Not Be Younger Or Older Than The Age Range Specified.</p> <p>Description: One of the children present in care during the time of the visit was over the age limit specified on the operator's current certificate.</p>	<p>I have obtained an updated certificate that reflects the new age range, which includes all children currently in care. The updated certificate has been posted in a visible location on the premises. I will continue to monitor enrollment to ensure all children fall within the age limits on the certificate, and I will promptly request a new certificate if any changes occur.</p>	7/25/25	
6	<p>202.08(1m)(a)8. A Certified Child Care Operator Shall Maintain A Current Written Record On Each Child In Care, Including The Provider's Own Children Under 7 Years Of Age, And Make The Record Available To A Child Care Certification Worker Upon Request.</p> <p>Description: There was no record on file for child #5.</p>	<p>At the time of the visit, paperwork for child #5 was not on file. Since then, I have obtained and filed all required enrollment paperwork for child #5, including the enrollment form and up to date shot records. All documents are now complete, signed, and securely stored in the child's individual file. Going forward, I will verify that enrollment paperwork for each child is complete and on file before the child's first day of attendance. I will conduct monthly file audits to ensure ongoing compliance.</p>	7/28/25	

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7	<p>202.08(1m)(b)11. A Certified Child Care Operator Shall Report To The Certification Agency As Soon As Possible, But No Later Than The Certification Agency's Next Working Day When A Current Household Member Turns 10 Years Of Age.</p> <p>Description: The operator did not report when a household member turned 10 years of age.</p>	<p>I have updated the household information to include the individual who recently turned 10 years old. This update has been submitted to the certifying agency as required. I will maintain an ongoing system to track household member ages and ensure timely reporting of any changes moving forward.</p>	7/31/25	
8	<p>202.08(2)(am)1. A One-Unit Or Two-Unit Residential Building Shall Have A Functional Carbon Monoxide Detector Installed In The Basement And On Each Level Of The Building, Excluding The Garage And Attic, In Accordance With The Requirements Of S. 101.647, Stats.</p> <p>Description: There was no carbon monoxide detector available in the basement.</p>	<p>I have located (or will acquire if necessary) a functioning carbon monoxide detector for the basement area. The detector will be properly installed and operational. Moving forward, I will regularly check all safety detectors to ensure they remain in place and functional at all times.</p>	8/5/25	

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9	<p>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.</p> <p>Description: Loose cords and items labeled keep out of reach of children were accessible in the rooms where care was provided and bathroom. Four outlets did not have covers. Nightshades were accessible to children in the outdoor play space.</p>	I have securely taped all loose cords to the walls to eliminate accessibility to children. All items labeled "keep out of reach of children" have been moved and stored in locked cabinets. Electrical outlets now have safety covers installed. Night shades have been cut down to remove hazards and are no longer accessible to children. I will conduct weekly safety checks to ensure that all potential hazards remain secured and inaccessible to children at all times.	7/28/25	
10	<p>202.08(4)(a) Health Form: A Certified Child Care Operator Shall Have A Current Report Of A Physical Examination On File For Each Child, Including The Operator's Own Children, Who Are Not Enrolled In A Public Or Private School.</p> <p>Description: There was no health report form on file for children #3.</p>	I have provided the health report form to the parent of child #3 and received the completed and signed form, which is now filed in the child's record. Going forward, I will ensure health report forms are obtained and kept current for all children before or shortly after enrollment, and I will include this in my enrollment checklist to prevent any missing forms.	7/28/25	
11	<p>202.08(4)(e) The Certified Child Care Operator Shall Have On File For Each Child In Care A Record Of The Child's Immunization History To Document Compliance With S. 252.04, Stats., And Ch. Dhs 144.</p> <p>Description: There were no immunization records on file for children #1-#5.</p>	Since the visit, I have obtained immunization records for most children currently enrolled, including children #1 through #3 and #5. I am actively following up with the parents of the remaining two children to obtain their immunization records. All received records are filed in the children's individual files. Going forward, I will ensure immunization records are collected and kept up to date for every child before or shortly after enrollment. I will include immunization record checks in my enrollment and ongoing file review processes.	8/12/25	

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12	<p>202.08(4)(f)1. Medications Shall Be Stored So They Are Not Accessible To Children.</p> <p>Description: Supplements were on a shelf within accessible height of the older children in care.</p>	I have moved all supplements to a locked cabinet, ensuring they are completely inaccessible to children of all ages. I will regularly check storage areas to maintain secure placement of all supplements and hazardous items.	8/16/25	
13	<p>202.08(4)(h) A Child Care Provider Shall Require All Children In The Provider's Care To Wash Their Hands With Soap And Warm Running Water Before Eating And After Toileting Or Handling Pets Or Animals.</p> <p>Description: Children in care were observed eating a snack without washing their hands prior to eating.</p>	I have reinforced handwashing routines with all children, including teaching and supervising proper handwashing before snacks and meals. Staff have been reminded to monitor and ensure children wash their hands consistently. I will continue to incorporate handwashing reminders into daily routines and conduct periodic staff training on hygiene practices.	7/16/25	
14	<p>202.08(5)(i) The Certified Child Care Operator Shall Keep Current And Accurate Written Records Of The Daily Hours Of Attendance Of Each Child In Care, Including The Actual Arrival And Departure Time Times For Each Child. If Children Are Transported To Or From The Premises Or School By The Operator Or Another Provider On Behalf Of The Operator, The Daily Attendance Record Shall Include The Actual Time The Child Was Picked Up Or Dropped Off.</p> <p>Description: At the time of the visit five children were in care but only four were signed in. A review of the attendance records showed that children were not signed out on 6/5/25, 6/13/25, 6/17/25, 6/19/25, 6/25/25, 7/2/25, 7/11/25 and 7/15/25.</p>	I have implemented a new system to improve accuracy in attendance tracking. Parents are now asked to sign their child in and out for the entire week on their first day of attendance. I also provide daily reminders through notes posted near the entrance and verbal check-ins at pick-up and drop-off. Additionally, I've set personal phone reminders to prompt me to double-check that attendance is being recorded properly. I will continue monitoring this daily to ensure full compliance and accurate documentation.	7/16/25	

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15	202.08(6)(b)1. No Certified Family Operator May Have More Than 6 Children In Care, Including Children Related To The Operator, Except That If 3 Of The Children Are Under The Age Of 2, The Total Number Of Children May Not Exceed 5. Description: A review of attendance records shows that there were seven children in attendance from 8:05am-1:00pm on June 18, 2025.	I have reviewed the staff-to-child ratio requirements and adjusted my scheduling practices to ensure that ratios are always maintained during operating hours. I now closely monitor sign-in sheets and provider schedules to avoid being over ratio. In addition, I've added a ratio tracking chart to my daily checklist to help prevent this issue from happening again. I will also continue to review attendance logs weekly to ensure compliance moving forward.	7/16/25

NAME - Agency Worker
Deborah Kersting

Date Issued
7/17/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Terise Linyard

Date Signed
7/30/25

