

Date Correction Plan Due 2/15/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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)(l) 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 Collins Academy		Provider Number / Facility ID Number 1000586101 / 003 - 2005579		
Address - Facility (Street, City, State, Zip Code) 1115 S 7Th St Milwaukee WI 532042329		Telephone Number 414-808-0043	Date - Regulation Visit 2/5/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.08(4)(b) Driver Orientation - Requirement Description: The licensee did not review, document, and update the drivers training as necessary with Staff C annually.	The drivers will be trained every 10 months to stay in compliance.	2/5/2025	
2	251.09(4)(b) Infant & Toddler - Sinks In Self-Contained Area Description: The toddler room did not have a separate sink from the handwashing sink for washing bottles.	Staff was told to not use the sink for anything other than handwashing.	2/5/25	

NAME - Agency Worker Jennifer Brees	Date Issued 2/5/2025
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SIGNATURE - Certified Operator or Designee / Licensee or Designee 	Date Signed 2-11-2025
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