

DEPARTMENT OF CHILDREN AND FAMILIES
 Division of Early Care and Education

TO FILE A COMPLAINT CALL
 262-446-7800

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

Date Correction Plan Due
 7/14/2023

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 Jackie's Tot Lot		Provider Number / Facility ID Number 6000587536 / 001 - 2000878	
Address - Facility (Street, City, State, Zip Code) 2550 N 41St St Milwaukee WI 532102934		Telephone Number 414-712-5524	Date - Regulation Visit 6/22/2023
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	250.05(3)(e)2. Provider Training - Current Cpr Certificate Description: Staff A does not have documentation of a current/updated CPR certificate on file for review Repeat violation: Previously cited on 4/22/2022	I will take my CPR class before 07-20-2024	07-20-2024
2	250.05(4)(c)4. Continuing Education - Documentation Of 12 Month Period Description: Staff A does not have documentation of continuing education hours for the prior year.	I will take my class before 07-24-2024	07-20-2024

NAME - Agency Worker
 Laura Taylor

Date Issued
 6/30/2023

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Jacquelyn Shelton
 DCF 202.065(2)(b) (R 12/27/21)

Date Signed

06-18-2024

**SAFETY AND EMERGENCY RESPONSE DOCUMENTATION
FAMILY CHILD CARE CENTERS**

Use of form: Use of this form is voluntary; however, completion of this form will meet the requirements of DCF 250.04(2)(a), 250.06(2)(L), 250.06(3), 250.06(4)(a), and 250.06(4)(b) of the Wisconsin Administrative Codes.

Instructions: The center representative shall enter the requested information when each item is completed.

Name - Family Child Care Center <u>JACKIE'S TOT LOT</u>	Facility ID Number <u>2000878</u>	Year <u>2025</u>
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A. FIRE DETECTION / PREVENTION SYSTEM INSPECTION All fire alarms and smoke detectors shall be tested monthly. In the spaces below, enter the date, time and results of the inspection.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Date/Time	<u>21</u> <u>7:30 AM</u>	<u>21</u> <u>7:00 AM</u>	<u>21</u> <u>7:00 AM</u>	<u>22</u> <u>8:00 AM</u>	<u>12</u> <u>9:00 AM</u>							
Results	<u>OK</u>	<u>OK</u>	<u>OK</u>	<u>OK</u>	<u>OK</u>							

B. CARBON MONOXIDE DETECTOR INSPECTION All one or two family dwellings are required to have a carbon monoxide detector in operating condition installed in the basement and on each level of the building, excluding the attic, garage, or storage area. The department recommends that all carbon monoxide detectors be tested according to the manufacturer's instructions. In the spaces below, enter the date, time and results of the inspection. Enter N/A if your CO units do not have a testing option available.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Date/Time	<u>21</u> <u>7:35 AM</u>	<u>21</u> <u>7:10</u>	<u>21</u> <u>7:10 AM</u>	<u>22</u> <u>8:10 AM</u>	<u>12</u> <u>9:15 AM</u>							
Results	<u>OK</u>	<u>OK</u>	<u>OK</u>	<u>OK</u>	<u>OK</u>							

C. EMERGENCY DRILL PRACTICE Fire drills shall be conducted every month; tornado drills shall be conducted monthly from April through October. In the spaces below, enter the date and time of the drill (in the Date and Time fields) and the time it took to evacuate to the area designated in the center's written plan (in the Drill Time fields). Note: The recommended exit time is 2 minutes maximum.

		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Fire	Date/Time	<u>21</u> <u>7:50 AM</u>	<u>21</u> <u>7:20 AM</u>	<u>21</u> <u>7:15</u>									
	Drill Time	<u>1 Min</u>	<u>1 min</u>	<u>1 min</u>									
Tornado	Date/Time	<u>21</u> <u>7:55</u>	<u>21</u> <u>7:30 AM</u>	<u>21</u> <u>7:30 AM</u>									
	Drill Time	<u>1 min</u>	<u>1 min</u>	<u>1 min</u>									

D. FIRE EXTINGUISHER AND SMOKE DETECTOR BATTERY INSPECTION Fire extinguishers shall be inspected annually. Batteries in a single-station battery-operated smoke detector shall be replaced at least once each year. In the space provided below, record the date of fire extinguisher inspection and battery replacement. Note: It is recommended that the extinguisher be inspected by a professional.

Date of annual fire extinguisher inspection: 1-21-25 Date of annual smoke detector battery replacement: 6-17-25

E. VEHICLE SAFETY ALARM INSPECTION All vehicles with a manufacturer's seating capacity of 6 or more passengers in addition to the driver that are used to transport children in care shall be equipped with a vehicle safety alarm. A person who is required to have a child safety alarm installed must ensure that the alarm is properly maintained and in good working order each time the child care vehicle is used for transporting children. In addition to the inspection by the driver, the department recommends that all vehicle safety alarms be tested monthly by the licensee. In the spaces provided below, enter the date, time, and results of the test.

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
Date and Time												
Results												