

Date Correction Plan Due 4/11/2023	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)(f) 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 Royal Palace Child Dev Center		Provider Number / Facility ID Number 9000587919 / 001 - 2001384	
Address - Facility (Street, City, State, Zip Code) 4840 W Fond Du Lac Ave Milwaukee WI 532162323		Telephone Number 414-585-0409	Date - Regulation Visit 3/21/2023
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.04(6)(a)6.f. Child Record - Health History - Medical Condition Symptoms Description: Child 3 does not have documentation of a medical condition, but does not have documentation on file of triggers that may cause a problem, signs or symptoms for the child care worker to watch for, steps a child care worker should follow, when to call a parent regarding symptoms, when the condition requires emergency medical care, and identification of all child care workers who have received specialized training or instructions to help treat symptoms. Repeat violation: Previously cited on 7/19/2022	Parent was given proper Paper work to finish incomplete child's Medical Form	03.21.23	

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2	<p>251.05(2)(a)2. Staff Record - Completed Background Check</p> <p>Description: Staff D does not have documentation of a completed child care background check in the staff record or online indicating they are eligible to work in a child care program.</p> <p>Repeat violation: Previously cited on 11/4/2021, 10/5/2021, 6/15/2021</p>	Management printed off up to date background check.	03.21.23	
3	<p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: Staff B does not have documentation of a completed physical examination within 30 days after Staff B was hired.</p>	staff employee was scheduled a TB testing & physical examination.	04.24.23	
4	<p>251.05(2)(a)4.a. Staff Record - Registry Certificate</p> <p>Description: Staff B, identified as a teacher, does not have documentation of a certificate from the Wisconsin Registry documenting that Staff B has met the educational qualifications for the position within 6 months after Staff B began working at the center.</p>	Staff employee login into registry & printed off up to date registry certificate	03.24.23	

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5	<p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: Staff C and Staff D do not have documentation of completion of training in abusive head trauma, and appropriate ways to manage crying, fussing, or distraught children prior to beginning to work with children under 5 years of age.</p>	<p>staff took an online training course with certificate update filed away</p>	03.22.23	
6	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Staff A and Staff B do not have documentation of a completed CPR certificate on file within 3 months after Staff A and Staff B began working with children in care.</p> <p>Staff E does not have documentation of a current CPR certificate on file at the center. The most recent CPR certificate on file for Staff E expired June 2021.</p> <p>Repeat violation: Previously cited on 7/19/2022</p>	<p>Staff was given a training course with certificate update filed away</p>	05.05.23	
7	<p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Staff B does not have documentation of a biennial child abuse & neglect training on file at the center.</p> <p>Staff E does not have current documentation of biennial child abuse & neglect training. The most recent child abuse & neglect training on file for Staff E is from April 2017.</p> <p>Repeat violation: Previously cited on 7/19/2022</p>	<p>staff took an online training course with certificate update filed away</p>	03.22.23	

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8	251.05(4)(a) Staff Orientation - Develop, Implement, Document Description: Staff D does not have documentation of a written orientation (staff orientation checklist) on file at the center. Repeat violation; Previously cited on 7/19/2022	Staff was given a new orientation form with newer date.	03.21.23	
9	251.06(2)(a) Potential Source Of Harm On Premises Description: There are several plastic bags in the outdoor play space accessible to children posing a potential suffocation hazard.	Management cleaned and sanitized outdoor equipment	04.10.23	
10	251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: There are several pieces of garbage in the outdoor play space accessible to children.	Management cleaned and sanitized outdoor equipment	04.10.23	
11	251.07(6)(dm)2. Medical Log - Pages & Entries Description: There are several skipped lines in the medical log book #1 in the infant room and the toddler room.	Staff was instructed to draw a through & date with signature	03.21.23	

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12	<p>251.07(6)(dm)4. Medical Log - Reviewing Injury Records</p> <p>Description: The injury records in the medical log books in the infant rooms are not reviewed every 6 months as required. The last documented injury record review for the infant rooms was 09/21/21.</p> <p>The injury records in the medical log book in the toddler room are not reviewed every 6 months as required. The last documented injury record review for the toddler room was 07/08/22.</p>	All staff employees were instructed to update All Medical logs	03.21.23	
13	<p>251.07(6)(f)6. Current Authorizations For Medications On Premises</p> <p>Description: There is no authorization for a Focalin medication being kept on site for a child in care.</p>	Parent was given medications form to write everything was dated & filed away	03.21.23	
14	<p>251.08(3)(c) Information in Vehicle - Route And Stops</p> <p>Description: Vehicle #1 was observed about to leave the center on a route. Route and stop information was not available for licensing review in Vehicle #1.</p>	Management updated all route sheets & placed into each transported vehicle	03.24.23	

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15	<p>251.08(4)(b) Driver Orientation - Requirement</p> <p>Description: Staff E, identified as a driver, does not have documentation of an annual driver training on file at the center.</p> <p>Staff C, identified as a driver, does not have current documentation of an annual driver training. The most recent annual driver training on file for Staff C is from 05/28/21.</p> <p>Repeat violation: Previously cited on 7/19/2022</p>	<p>staff employee new updated annual driving record was up to date printed & filed away.</p>	03.21.23	
16	<p>251.08(4)(c)1. Driver Record - Obtain & Review</p> <p>Description: Staff E, identified as a driver, does not have current documentation of an annual driving record on file at the center. The last driving record on file for Staff E is from 2017.</p> <p>Repeat violation: Previously cited on 7/19/2022</p>	<p>staff employee new updated annual driving record was up to date printed & filed</p>	03.21.23	
17	<p>251.09(1)(L) Infant & Toddler - Soft Materials In Cribs</p> <p>Description: A 3 month old child was observed sleeping in a crib with a blanket and bib hanging from side of crib. This was corrected during the visit.</p>	<p>Parent was instructed to get a dr approval documentation. No blankets or bibs are hanging from infant cribs.</p>	03.21.23	

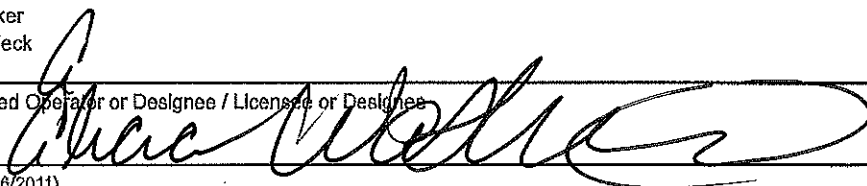
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NAME - Agency Worker
Daniel Noel, Kristin Keck

Date Issued
3/27/2023

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed



4/10/23