

<b>Date Correction Plan Due</b> 2/28/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Growing Stars Child Development Center		<b>Provider Number / Facility ID Number</b> 3000588983 / 001 - 2003114		
<b>Address - Facility (Street, City, State, Zip Code)</b> 711 W Montgomery St Sparta WI 546561161		<b>Telephone Number</b> 608-269-2271	<b>Date - Regulation Visit</b> 1/25/2024	
			<b>Expected Completion Date</b>	<b>Verification Date</b>
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>		
1	<p>251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b></p> <p>Description: The attendance was not current and accurate on the day of the licensing visit in the 1 - 2 year old room when three of the children were not signed in on the attendance record.</p> <p>Repeat violation: Previously cited on 4/15/2022</p>	Administration will do daily checks to ensure staff and children are signed in to the classrooms. It will be addressed at the staff meeting and reminders given to sign staff and children in.	02/20/2024	
2	<p>251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b></p> <p>Description: The file for Staff B 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.</p>	Physicals will be due within the 1st 2 weeks of their start date and give the appointment date.	02/25/2024	

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711 W Montgomery St Sparta WI 546561161		608-269-2271	1/25/2024	
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3	<p>251.05(3)(b) <b>Abusive Head Trauma Prevention Training</b></p> <p>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.</p>	All entry training (CPR, AHT, MRT) will be done on their first day.	02/19/2024	
4	<p>251.07(6)(f)6. <b>Current Authorizations For Medications On Premises</b></p> <p>Description: The center did not have a current parent authorization form for one child's over-the-counter medication. A current medical authorization from the parent is required when medication is kept on the daycare premises.</p> <p>Repeat violation: Previously cited on 11/14/2022</p>	New boxes are available for medication. Parents will now sign in their child's medication, fill out medication administration form, and place them in med box. They will have to sign it out when taking it. We will send reminders on HIMAMA for them to take them home on the end date.	02/19/2024	
5	<p>251.09(1)(b) <b>Infant &amp; Toddler - Location &amp; Sharing Intake Information</b></p> <p>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. One child in the Infant room was missing an intake form in the room or area in which the child was being cared for on the day of the monitoring visit.</p>	Intake copies will be given to all rooms to ensure they have them if the child should come into that room. Copies will be re-placed when updated.	02/23/2024	

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6	251.09(1)(c) <b>Infant &amp; Toddler - Documenting Changes In Development</b>  Description: Intake for Children Under 2 forms were missing documentation of having been updated every three months to reflect changes in the child's development and routines based on discussion with the parent.  Repeat violation: Previously cited on 6/21/2023	A new form will be created with child's name and date of required update and used to keep track of when the Intake forms need to be updated.	02/23/2024

**NAME - Agency Worker**  
Jennifer Stubbe

**Date Issued**  
2/14/2024

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**  
Michelle Schultz

**Date Signed**  
02/19/2024