| Date Correction Plan Due<br>9/18/2024 | **NONCOMPLIANCE STATEMENT AND CORRECTION PLAN** | TO FILE A COMPLAINT CALL |
|---|---|---|

**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.

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| **Name - Certified Operator / Licensed Center** | | **Provider Number / Facility ID Number** | |
|---|---|---|---|
| Tiny Seeds Learning Center | | 8000589118 / 001 - 2003383 | |
| **Address - Facility (Street, City, State, Zip Code)**<br>N14463 Highway 53 Minong WI 548599483 | | **Telephone Number**<br>715-466-2297 | **Date - Regulation Visit**<br>8/15/2024 |

| | Rule/Statute Number<br>Noncompliance Statement | Correction Plan | Expected Completion Date | Verification Date |
|---|---|---|---|---|
| 1 | 251.04(6)(a)6.<br>**Child Record - Health History**<br><br>Description: Health History and Emergency Care Plan information is required to be on file prior to a child's first day of attendance. This information was not observed in the file for Child #1, #2, #3, #5 and #6 on the day of the monitoring visit. | New forms are passed out and asked to be returned by 9.27.24 | 9.27.24 | |

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| 2 | 251.05(3)(c)<br>**Cardiopulmonary Resuscitation Training**<br><br>Description: Staff B was missing documentation of having maintained a current certificate of completion for infant and child cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) use from an agency approved by the Department.<br><br>Staff C and D were missing documentation of having obtained a certificate of completion for infant and child cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) use from an agency approved by the Department within 3 months of employment. | Staff B will complete training by 10-4-24<br><br>Staff D certificate in file<br>Staff C will complete training by 10-4-24 | 10-4-24<br><br>9-9-24<br>10-4-24 | |
| 3 | 251.05(3)(cm)<br>**Child Abuse & Neglect - Biennial Training**<br><br>Description: Staff B and C were missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting. | Staff B and C will Complete training by 10-4-24 | 10-4-24 | |
| 4 | 251.06(2)(d)<br>**Access To Materials Potentially Harmful To Children**<br><br>Description: A container of disinfecting wipes, which is labeled "keep out of reach of children" was observed during the monitoring visit on a shelf in the classroom accessible to children. | Disinfecting Wipes are now stored on a shelf uphigh where Chilaren can't reach | 9-9-24 | |

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| 5 | 251.06(3)(b)2.<br>**Emergencies - Practice Written Plans**<br><br>Description: The center director stated that the monthly fire drill and tornado drill (through October) was not practiced in June or July 2024. Rule requires the center to practice the monthly emergency drills each month. | When monthly drills are done, I will be documenting them. They will be done monthly | 9.9.24 | |
| 6 | 251.06(4)(d)<br>**Exits & Passageways - Unobstructed, Minimum Width**<br><br>Description: Exits and passageways shall have a minimum clear width of 3 feet and be unobstructed by furniture or other objects. The direct exit to the outside from the infant room was obstructed by a large multi seat stroller as observed on the day of the monitoring visit. | Stroller is now stored in a different location, away from EXIT door | 9-9-24 | |

**NAME** - Agency Worker
Jennifer Stubbe

Date Issued
9/4/2024

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

Date Signed
9-11-24