

Date Correction Plan Due 4/25/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	TO FILE A COMPLAINT CALL 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 202.085, 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 Superior Children's Learning Center		Provider Number / Facility ID Number 2000589912 / 001 - 2004801		
Address - Facility (Street, City, State, Zip Code) 1400 N Superior Ave Tomah WI 546601132		Telephone Number 608-567-2008	Date - Regulation Visit 1/16/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.04(2)(b) Compliance With Rules</p> <p>Description: A group child care center shall comply with all requirements of chapter DCF 251. Contrary to 251.04(2)(b), the center has been cited for numerous violations within the prior 3 years, including many repeat violations. This has resulted in multiple enforcement actions taken against the center including 3 previous orders with imposed plans of corrections, a forfeiture and a warning letter. The continued pattern of numerous violations and the center's lack of effort to be in compliance with the rules of chapter DCF 251 is of concern.</p> <p>Repeat violation: Previously cited on 6/27/2024, 12/14/2023</p>	<p>review and comply with all the rules.</p> <p>work with the parenting place and also reach out with any questions to be able to fully comply with DCF 251</p>	5/22	

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2	251.04(2)(L)1.a. <b>Monitoring Results Posted</b>  Description: The monitoring results and correction plan from the most recent licensing inspection was not posted.  Repeat violation: Previously cited on 12/12/2024	Once plans are sent in and approved they will be posted.  These will be hung once photos are sent	5/22	
3	251.04(2)(L)1.b. <b>Department Notices Posted</b>  Description: Contrary to rule, the notice of an enforcement action (an order) issued on 9/18/24 was still not posted next to the license.  Repeat violation: Previously cited on 12/12/2024, 6/27/2024	enforcement actions if any will be posted right away separate from correction plans  also will be hung once received	S/A	
4	251.04(6)(a)5. <b>Child Record - Alternate Arrival / Release Agreement</b>  Description: A written agreement, signed by parents, outlining the plan for child #5 to come to the childcare center from school, home or other activities and/or to go from the childcare center to school, home or other activities was not observed in the child's file.	Any children school age will have an alternate agreement form in their enrollment folder  These will be in folders with enrollment forms	S/A	

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5	251.04(6)(a)6m. <b>Child Record - Immunization History</b>  Description: Documentation that indicates the child's immunization history is in compliance with s. 252.04, Stats., and ch. DHS 144 was not observed in the file for Child #3 and Child #7.  Repeat violation: Previously cited on 6/27/2024, 12/14/2023	I have a current plan in place that i do believe will help with seeing when they are due. (separate calendar for due dates)  I will have a calendar that stays with files	S/22	
6	251.05(2)(a)1. <b>Staff Record - Personal Information</b>  Description: There was no documentation of Staff Record form information in the files for employee C and D.  Repeat violation: Previously cited on 6/27/2024, 12/14/2023	All staff records have been gone through and organized	S/22	
7	251.05(2)(a)4.a. <b>Staff Record - Registry Certificate</b>  Description: Staff D and E are missing a certificate from The Registry documenting that the person has met the educational qualifications for the position and the person has worked as a teacher, director and/or administrator at the center for at least 6 months.  Repeat violation: Previously cited on 6/27/2024, 12/14/2023	Registry certificates have been printed and added	S/22	

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8	<p>251.05(2)(a)5. Staff Record - High School Diploma</p> <p>Description: Staff E, a teacher, did not have documentation of a high school diploma or its equivalent in her staff record file.</p> <p>Repeat violation: Previously cited on 6/27/2024, 12/14/2023</p>	<p>This staff is no longer here but i believe she had added it to the registry</p>	5/10/25	
9	<p>251.05(2)(a)6. Staff Record - Days &amp; Hours Worked</p> <p>Description: Upon review of attendance records, the center did not have accurate documentation of days and hours worked in the Little Critters room for staff who are being counted in staff-to-child ratio.</p> <p>Repeat violation: Previously cited on 6/27/2024, 12/14/2023</p>	<p>how to use attendance sheets were gone over in a meeting along with the importance of signing in.</p>	5/10/25	
10	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: 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.</p> <p>Repeat violation: Previously cited on 6/27/2024, 12/14/2023</p>	<p>CPR was done for staff.</p> <p>This is also implemented into a calendar for due dates.</p>	5/10/25	

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11	<p>251.05(3)(gr)3.a. Meal Prep Personnel - Training</p> <p>Description: Rule states that any staff who prepares meals shall document initial training of at least 4 hours in kitchen sanitation, food handling or nutrition before preparing meals and at least 1 hour annually each year after. Staff B was missing documentation of the initial 4 hours of training and Staff A and D were missing the 1 hour annual training.</p> <p>Repeat violation: Previously cited on 6/27/2024</p>	<p>Training was completed through serve safe and added to files</p>	<p>5/22</p>	
12	<p>251.05(4)(c)9. Continuing Education - Documentation Of 12 Month Period</p> <p>Description: Contrary to rule, Staff A, B, C, D and E did not have documentation of the yearly requirement of 15 hours of continuing education in 2024.</p> <p>Repeat violation: Previously cited on 6/27/2024, 12/14/2023</p>	<p>Yearly trainings have been started and ready to complete through the year</p>	<p>5/22</p>	
13	<p>251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair</p> <p>Description: The entire center is still in need of a deep cleaning and decluttering.</p> <p>Repeat violation: Previously cited on 6/27/2024</p>	<p>Deep clean and declutters was done I also hired a cleaner after hours to come and help maintain a clean environment.</p>	<p>5/20</p>	

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14	251.06(2)(i) Deteriorating Paint  Description: Flaking and deteriorating paint was observed on the stairs/deck leading up to the front entrance of the center.  Repeat violation: Previously cited on 6/27/2024	porch was sanded and stained.  I will not use a paint base stain and re stain when needed	5/20	
15	251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers  Description: The refrigerator in the kitchen was not equipped with a clearly visible accurate thermometer.	Will be sure all thermometers are well working and visible	5/22	
16	251.06(9)(d)1.d. Food Storage - Covering Refrigerated Food  Description: There was uncovered food in the kitchen refrigerator, per rule refrigerated food shall be covered.	this item was discarded	5/22	

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17	251.09(1)(e) Infant & Toddler - Provider Training  Description: Staff C, a regularly assigned assistant child care teacher for infants and toddlers, did not have documentation of completing a minimum of ten hours of training in infant and toddler care approved by the Department within six months after beginning to work with infants and toddlers.  Repeat violation: Previously cited on 6/27/2024, 12/14/2023	All current staff have infant and toddler completed.	5/22

NAME - Agency Worker  
Jennifer Stubbe, April Callihan

Date Issued  
4/11/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

5/22/2025