

Date Correction Plan Due 2/29/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	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 202.065, 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 Rachel's Place Early Learning Ctr		Provider Number / Facility ID Number 8000573858 / 001 - 520136	
Address - Facility (Street, City, State, Zip Code) 2226 Eddy Ln Eau Claire WI 54703		Telephone Number 715-832-1414	Date - Regulation Visit 1/11/2024
	<div style="text-align: center;"> <p>Received State of Wisconsin FEB 27 2024 DCF DECE BECR WRO</p> </div>	Correction Plan	Expected Completion Date
1	<p>251.04(6)(a)8.a. Child Record - Physical Exam - Under 2</p> <p>Description: Each child under 2 years of age shall have an initial health examination not more than 6 months prior to nor later than 3 months after being admitted to the center, and a follow-up examination at least once every 6 months thereafter. Child #2 still does not have documentation of a follow-up exam within the past 6 months.</p> <p>Repeat violation: Previously cited on 6/14/2023</p>	<p>Parents are given the Child Health Report 30 days before it is due. Reminders are given until form is completed and returned.</p>	<p>April 1st 2024</p>
	Rule/Statute Number Noncompliance Statement		Verification Date

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2	<p>251.05(2)(a)2. Staff Record - Completed Background Check</p> <p>Description: The center did not have documentation of a completed child care background check for Staff A or D that indicates the person is eligible to work in a child care program as specified in s. 48.686, Stats., and ch. DCF 13. Both staff were working on the day of the monitoring visit.</p>	Violations #2-10 are part of a larger problem with the centers procedure for on+boarding new staff and maintaining staff records. The Director	May 1st 2024
3	<p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: The files for Staff A, D, E, G, H and I 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> <p>Repeat violation: Previously cited on 6/14/2023, 1/28/2022</p>	will receive additional training and develop a system for on-boarding staff that ensures each new staff person is in compliance with licensing rules, before working with children and as they	
4	<p>251.05(2)(a)4.a. Staff Record - Registry Certificate</p> <p>Description: Staff H is missing a certificate from The Registry documenting that the person has met the educational qualifications for a teacher and has worked as a teacher for at least 6 months.</p> <p>Repeat violation: Previously cited on 6/14/2023</p>	Continue in their roles as teachers, assistant teachers and staff of Rachel's Place.	

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5	<p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: Documentation of completion of Abusive Head Trauma (AHT) training (or Shaken Baby Syndrome (SBS) Prevention, if taken prior to 8/31/20) was not observed in the files for Staff A and E. AHT/SBS training is required to be completed before a child care worker begins to work with children under age 5.</p> <p>Repeat violation: Previously cited on 6/14/2023</p>	See page 3	
6	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Staff A 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 6/14/2023</p>	See page 3	
7	<p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Staff A and D were missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.</p> <p>Repeat violation: Previously cited on 6/14/2023, 1/28/2022</p>	See page 3	

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8	<p>251.05(3)(g)2. Assistant Child Care Teacher - Qualifications</p> <p>Description: An assistant teacher is required to complete entry level training within 6 months of the hired date. There was no documentation of completion of a non-credit department-approved course or a credit course in early childhood education for Staff E, who has been employed at the center for longer than 6 months.</p> <p>Repeat violation: Previously cited on 6/14/2023</p>	See page 3		
9	<p>251.05(3)(gr)3.a. Meal Prep Personnel - Training</p> <p>Description: Staff D did not complete and document at least 4 hours of training in kitchen sanitation, food handling or nutrition prior to beginning work as a meal preparation personnel as is required by rule.</p>	See Page 3		
10	<p>251.05(4)(a) Staff Orientation - Develop, Implement, Document</p> <p>Description: Staff A, D, F and G were missing documentation of having received a complete orientation within their first week at the center.</p> <p>Repeat violation: Previously cited on 6/14/2023, 1/28/2022</p>	See. page 3		

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11	251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers Description: The refrigerator in the Dragonflies classroom was not equipped with a clearly visible accurate thermometer. Repeat violation: Previously cited on 1/28/2022	Thermometers are placed in fridge at the time of purchase. A monthly Check will be done to ensure each thermometer is in place and working properly.	March 1 st 2024
12	251.06(9)(f)2. Food - Returned From Plates Or Tables Description: Rule states that food returned from dining tables shall be discarded. The cook stated she does not discard food that comes back from the classrooms. She stated she puts the food in containers and places in refrigerator for later use.	Policies and Procedures for Food returning to the kitchen will be reviewed with kitchen staff.	March 1 st 2024
13	251.06(9)(g)1.b. Meal Preparation Staff - Clothing, Hair Restraints Description: Rule states meal preparation personnel who help prepare meals shall wear effective hair restraints such as hair nets or hats. The cook preparing food during the licensing visit was not wearing a hair net or hat.	Hair nets are provided for all kitchen staff. Policies regarding hair restraints will be reviewed with kitchen staff.	March 1 st 2024

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14	<p>251.07(6)(f)6. Current Authorizations For Medications On Premises</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>	Medication will be sent home at the last day of Med. Authorization.	March 1st 2024
15	<p>251.09(1)(c) Infant & Toddler - Documenting Changes In Development</p> <p>Description: Several 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.</p> <p>Repeat violation: Previously cited on 6/14/2023</p>	New systems will be developed so the Intake forms are updated every 3 months.	April 1st 2024

NAME - Agency Worker
Jennifer Stubbe

Date Issued
2/15/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Leanne M O'Brien

Date Signed

2/27/24