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| Date Correction Plan Due 12/6/2024 | NONCOMPLIANCE STATEMENT AND CORRECTION PLAN | TO FILE A COMPLAINT CALL 920-785-7811 |
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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 Berlin Community Day Care And Ps | | Provider Number / Facility ID Number 9000558809 / 001 - 420023 | | |
|---|--|---|--|-------------------|
| Address - Facility (Street, City, State, Zip Code) 107 W Moore St Berlin WI 549231572 | | Telephone Number 920-361-3357 | Date - Regulation Visit 11/20/2024 | |
| | Rule/Statute Number Noncompliance Statement | Correction Plan | Expected Completion Date | Verification Date |
| 1 | 251.05(2)(a)3.a. Staff Record - Physical Examination Description: Based upon review on November 20, 2024, Staff Member A of the Staff Record Checklist did not have documentation of a physical examination noting that they are physically able to work with young children. | <i>Director will review that all sections of staff Health Reports are properly filled before filling. Health Report for Staff A was submitted back to Nova to be recompleted.</i> | <i>11/21/2024</i> | <i>11/22/2024</i> |

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| NAME - Agency Worker Jamie Brandt | Date Issued 11/22/2024 |
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| SIGNATURE - Certified Operator or Designee / Licensee or Designee | Date Signed <i>11/22/2024</i> |
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