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 9209651297
 INNOVATIVE PLAYHOUSE
 2021.05.20 11:47 AM

Date Correction Plan Due 2/24/2020	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 Innovative Playhouse		Provider Number / Facility ID Number 9000589919 / 001 - 2004776		
Address - Facility (Street, City, State, Zip Code) 220 Alvina St Green Bay WI 543032417		Telephone Number 920-965-1505	Date - Regulation Visit 1/29/2020	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)1. Child Record - Enrollment Information Description: Of 8 Children's Records reviewed 3 were missing some of the required enrollment information.	Childrens records were reviewed. missing information was completed by the parents	2/15/20	
2	251.04(6)(a)6. Child Record - Health History Description: Of 8 Children's Records reviewed 2 failed to have a completed Health History form- missing completed page 2.	Parents obtained new copies of the Health History form.	2/15/20	

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3	251.04(6)(a)6m. Child Record - Immunization History Description: Of 8 Children's Records reviewed 2 failed to have documentation of immunizations within the required timeframe.	Parent obtained a new copy from the child's physician.	2/15/20	
4	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Of 8 Children's Records reviewed 1 under age 2 was missing a documentation of an exam.	Parent obtained a new copy from the child's physician.	2/15/20	
5	251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5 Description: Of 8 Children's Records reviewed 1 over age 2 was missing documentation of an exam.	Parent obtained a new copy from the child's physician.	2/15/20	
6	251.04(8)(b) Biennial Training - Child Abuse & Neglect Description: Of 9 Staff Records reviewed 4 failed to have documentation of current biennial training.	All staff completed new training so that they are all on the same schedule now	2/15/20	

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7	<p>251.05(2)(a) Staff Record - Maintenance & Availability</p> <p>Description: Of 9 Staff Records reviewed 3 failed to be available for review.</p>	Files that were not immediately available were placed in the locked drawer with all of the other records.	2/15/20	
8	<p>251.05(2)(a)2. Staff Record - Completed Background Check</p> <p>Description: Of 9 Staff Records reviewed 1 failed to have a cleared background check prior to working with children and 5 failed to have documentation of their eligibility/clearance.</p>	Completed background check forms were printed off and put in their files	2/15/20	
9	<p>251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: Documentation of days and hours worked, and in which classroom, when the person was included in the staff-to-child ratio failed to be maintained by the center. Records were not current/accurate.</p>	All staff were reminded that they must be signed in on the attendance sheets whenever they are counted in ratio. management will do daily checks	2/15/20	
10	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Of 8 Staff Records reviewed 4 failed to have documentation of current CPR certification.</p>	All staff completed training together, so they are on the same schedule. Certificates were put in their files.	2/15/20	

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11	251.055(1)(a) Close Supervision Of Children Description: Each child failed to be closely supervised by a child care worker when children were out of site and sound supervision while using the bathroom located outside of the classroom by the front door.	Teacher was told to let management know if a child needs to use the bathroom at a time that she is not able to take the child. management will take the child.	immediately	
12	251.06(3)(b)4. Emergencies - Record Of Fire / Tomado Drills Description: Monthly documentation of drill was not available.	Form was put back on the wall so that it can always be viewed.	2/15/20	
13	251.06(9)(g)1.d. Meal Preparation Staff - Orientation, Training Description: Meal preparation personnel failed to have documentation of annual training of at least 4 hours in kitchen sanitation, food handling, and nutrition.	Ordered the course from work and Family Consulting.	ASAP	
14	251.09(1)(am) Infant & Toddler - Intake Information Description: Of 8 Children's Records reviewed 1 was missing documentation of an initial intake.	Form was completed and placed in the child's file	2/15/20	

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15	251.09(1)(c) Infant & Toddler - Documenting Changes in Development Description: Of 8 Children's Records reviewed 2 were missing documentation of change updates at 3 month intervals.	New checklist was given to staff to record when updates are needed.	2/15/20
16	251.09(2)(k) Infant & Toddler - Adult-Size Chairs Description: An adult size rocking chair or other adult size chair failed to be available in the toddler room for each worker.	A folding chair was provided for the teachers until a new chair is purchased	2/15/20

NAME - Certification Worker / Licensing Specialist Ruth Sprangers	Date Issued 2/10/2020
SIGNATURE - Certified Operator or Designee / Licensee or Designee <i>Beth O'Dell</i>	Date Signed 2/15/20