

From: Stormont, Sarah J - DCF  
 To: Clark, Deana L - DCF  
 Subject: FW: Noncompliance from Visit  
 Date: Thursday, September 19, 2024 8:56:14 AM  
 Attachments: image002.png  
 image003.png  
 image001.png

Sarah Stormont  
 pronouns: she, her  
 Licensing Specialist  
 Early Care and Education / Early Care and Regulation  
[dcf.wisconsin.gov](http://dcf.wisconsin.gov) | p:262.446.7846 |



From: Patrice Alexander <patrice37alexander@gmail.com>  
 Sent: Thursday, September 19, 2024 8:52 AM  
 To: Stormont, Sarah J - DCF <sarah.stormont@wisconsin.gov>  
 Subject: Re: Noncompliance from Visit

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DEPARTMENT OF CHILDREN AND FAMILIES Division of Early Care and Education		STATE OF WISCONSIN		
<b>Date Correction Plan Due</b> 9/20/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>		<b>TO FILE A COMPLAINT CALL</b> 262-446-7800	
<p><b>Use of Form:</b> 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)(l) 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.</p> <p><b>Instructions:</b> 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.</p>				
<b>Name - Certified Operator / Licensed Center</b> My 3 Sons Family Child Care		<b>Provider Number / Facility ID Number</b> 5000590345 / 001 - 2005389		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1930 N 21St St Milwaukee WI 532051515		<b>Telephone Number</b> 414-530-1307	<b>Date - Regulation Visit</b> 9/4/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	250.07(6)(f)3. <b>Medication - Storage</b>  Description: A container of vitamins was accessible on the kitchen counter. There was an inhaler stored in an unlocked medicine cabinet. Both items were moved immediately.	The vitamins were put away upstairs in my locked cabinet.	9/6/2024	
2	250.09(4)(b) <b>Infant &amp; Toddler - Diaper Changing Surface - Disinfection</b>  Description: There were tears observed in the changing pad. This prevents proper disinfection during the cleaning process.	I went and brought a new changing pad.	9/6/2024	
<b>NAME - Agency Worker</b> Sarah Stormont, Katrina Tarantino		<b>Date Issued</b> 9/6/2024		
<b>SIGNATURE - Certified Operator or Designee / Licensee or Designee</b> 		<b>Date Signed</b> 9/6/2024		

DCF-F-CF50294-E (R. 06/2011)

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On Fri, Sep 6, 2024 at 3:04 PM Patrice Alexander <patrice37alexander@gmail.com> wrote:

Thank you, will do.

On Fri, Sep 6, 2024 at 2:13 PM Stormont, Sarah J - DCF <sarah.stormont@wisconsin.gov> wrote:

Please complete and return the plan ASAP to help make it easier on whoever will be your next licenser. No proof needed – just put the plan and the date of estimated completion, even if the date is in the future.

Thanks so much!

Sarah

I have attached the Noncompliance Statement and Correction Plan (DCF-F-CFS294) from your recent visit – but let me know if you need to have a paper copy sent to you instead!

Please complete the attached form as follows:

1. In the column titled "Correction Plan," indicate how you intend to correct each noncompliance listed on the form and outline the steps you will take to prevent future violation of the same rule. If you need more space than is provided on the form, attach additional pages and identify the item number to which the correction plan is related. Because completed and approved correction plans will be scanned and linked to the Regulated Child Care and YoungStar Public Search internet site, which shows each provider's violations, please note the following when writing your correction plan:

- Do not include confidential information, including the names of children and staff.
- Write in concise, plain English.
- Be specific when describing what you have done or intend to do to correct each violation. Non-specific statements such as "It will be fixed", "Done", "Will do", "Don't agree" or "This won't happen again" do not provide the reader with any understanding of how the violation has been corrected or how you plan to prevent the violation from occurring again.
- Be objective, factual and descriptive. The plan should not include derogatory comments, profanity or subjective observations, such as "The licensing specialist doesn't like me."

2. For each noncompliance, enter the date (month, day, year) by which you expect the correction plan to be completed.

3. Sign and date the form. Retain a copy for your records.

4. Return the completed and signed form to the department by the due date that appears at the top left of the form via:

- Email: [sarah.stormont@wisconsin.gov](mailto:sarah.stormont@wisconsin.gov) or
- Fax: (262) 446-7991 or
- Mail:



DEPARTMENT OF CHILDREN AND FAMILIES  
BUREAU OF EARLY CARE REGULATION  
SOUTHEASTERN REGION  
[635 N 26th ST](#)  
[MILWAUKEE, WI 53233](#)

If the correction plan and the completion dates are acceptable, the form will be linked to the Regulated Child Care and YoungStar Public Search internet site. If the correction plan or the expected completion dates are not acceptable, you will be contacted in writing or by telephone.

You are required to post a copy of the Noncompliance Statement and Correction Plan (DCF-F-CFS294) in a conspicuous area near the license so that it is visible to parents. This copy must remain posted until all noncompliances have been verified as corrected and the next DCF-F-CFS294 or DCF-F-CFS785 (Compliance Statement) has been issued. Note: If applicable, do not post the Staff and Child Identification Key. The information on the key is confidential and is meant for your reference only.

Please take a few minutes to complete the Department of Children and Families (DCF) customer satisfaction survey so that you can tell us about your experience. The responses we receive to the survey will be compiled and reviewed by DCF staff to help us improve our services to child care providers. The survey takes approximately 5 minutes to complete. It is voluntary and anonymous, and there is no penalty for not responding. DCF staff will not be able to tell whether or not you responded to the survey or know what responses you submitted. Please follow this link to provide your feedback: <https://www.surveymonkey.com/r/LicenseFeedback>. Or, if you don't have internet access, contact your licensing office and request a paper version of the survey and a prepaid reply envelope.

Contact me if you have any questions.

**Sarah Stormont**  
pronouns: she, her  
**Licensing Specialist**  
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