

Date Correction Plan Due 4/1/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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 Kiddie Academy Child Care		Provider Number / Facility ID Number 5000591455 / 001 - 2006637		
Address - Facility (Street, City, State, Zip Code) 4966 N 74Th St Milwaukee WI 532183821		Telephone Number 414-275-8207	Date - Regulation Visit 3/7/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(4)(c)2.c. Parent Notification - Injury, Consumption Of Allergen, Incorrect Medication Description: Parent was not immediately notified of head injury.	I will call parents as soon as possible if there's a head injury on the premises of kiddie academy. I would document the injury. I would take the proper steps to treatment if needed.	April 1, 2024	
2	250.04(6)(a)1.a. Child Record - Enrollment Information - Other Emergency Contact Description: There was no emergency contact other than parent or guardian on file for child #3.	I will ask parents for the name of a trusted neighbor, relative or friend in the area who can help out in an emergency, to add to the emergency contact list.	April 1, 2024	

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3	250.04(6)(a)1.f Child Record - Enrollment Information - Medical Contact Description: There was no medical contact information on file from Child #5.	Every child record will be examined to make sure each child's physician contact information is listed, along with medical conditions and/or allergy information.	April 1, 2024	
4	250.04(6)(a)1.m. Child Record - Health History Description: Health history and care plan observed incomplete for Child #1, Child #2, Child #3, Child #4, and Child #5 Children were listed as having non food allergies with no triggers or symptoms.	Every parent will be sent home a medical form to list their child's emergency medical contact information, including any medical history, allergies, medications, and treatment plans. Children will not be able to attend childcare without these forms completed.	April 1, 2024	
5	250.04(6)(a)4.d. Child Record - Health Exam Report Description: There was no health report on file for Child #2 and Child #3.	For each child who is missing a medical report, the parent will be asked to submit a recent or updated health report for their child within 48 hours of receiving their medical forms lost from childcare. Failure to turn in a report will result in their child or children being dropped until forms are complete and returned.	April 1, 2024	
6	250.04(6)(a)5. Child Record - Consent For Emergency Medical Treatment Description: There was no consent for medical treatment on file for child #5.	Each parent will be provided a consent form to treat their children during a medical emergency. Consent forms must be turned in before child continues care.	April 1, 2024	

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7	250.05(2)(b) Staff File - Background Check Results Description: There was no background check on file for Staff B.	All employees must complete a background check before they can be approved to work in childcare.	April 1, 2024	
8	250.05(2)(c) Staff File - Days, Hours Worked Description: Days and hours worked were not properly documented for Staff A and Staff B.	All employee work logs have been updated and properly documented. Employee logs are collected and recorded daily.	April 1, 2024	
9	250.05(2)(g) Staff File - Orientation Description: There was no orientation on file for Staff B.	All employees have been properly reevaluated with updated files. Any future employee will be properly assessed during orientation and recorded on file before employment begins.	April 1, 2024	

NAME - Agency Worker
Tameka Thompson, Crescenta Sabree

Date Issued
3/18/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Laquanis Barksdale

Date Signed

03/28/2024