

Date Correction Plan Due 9/5/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
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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 Kenyla's Helping Hands		Provider Number / Facility ID Number 0000591490 / 001		
Address - Facility (Street, City, State, Zip Code) 5331 N 38Th St Milwaukee WI 532094736		Telephone Number 414-381-5040	Date - Regulation Visit 8/21/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>202.08(1)(a)2. Each Child Care Operator Shall Demonstrate That The Operator Is Free From Tuberculosis Prior To Initial Certification. Each Provider Shall Demonstrate That He Or She Is Free From Tuberculosis Prior To The Date The Provider Begins Working With Children In Care.</p> <p>Description: A TB screen was not available for review for staff member ZN.</p>	<p>ZN TB screen will become available as soon as possible, moving forward no future employees can start work without a t.b screen available same day.</p>	8-25-25	

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2	<p>202.08(1)(b)1. Prior To Certification And Prior To Beginning To Work With Children Each Provider, Including Volunteers, Substitutes, And Emergency Back-Up Providers, Or Any Other Person Who Provides Care And Supervision For Children Under One Year Of Age Shall Complete Training In The Most Current Medically Accepted Methods For Reducing The Risk Of Sudden Infant Death Syndrome.</p> <p>Description: Training in SIDS was not available for review for staff member ZN.</p>	<p>All trainings will be available and placed in an employee file prior to start date of employment. No employee would be able to work without all needed trainings.</p>	9/01/2025	
3	<p>202.08(1)(b)2. Prior To Certification And Prior To Beginning To Work With Children Each Provider, Including Volunteers, Substitutes, And Emergency Back-Up Providers, Or Any Other Person Who Provides Care And Supervision For Children Under 5 Years Of Age Shall Complete Department-Approved Training On Shaken Baby Syndrome And Abusive Head Trauma And Appropriate Ways To Manage Crying, Fussing, Or Distraught Children.</p> <p>Description: Training in Abusive Head Trauma/ Shaken Baby Syndrome was not available for review for staff member ZN.</p>	<p>ZN AHT training was printed off, and placed in an emergency Back up provider file. moving forward all trainings would have to be completed upon hire offer.</p>	8/26/25	

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4 202.08(1)(b)3.a. Each Certified Child Care Operator And Each Provider Shall Comply With S. 48.651 And Complete Training Including At Least 2 Credits In Early Childhood Education Or A Non-Credit Course In Caring For Children That Is Approved By The Department. Description: Credit or non-credit approved training in early childhood education was not available for review for staff member ZN.	ZN was relieved of any duties effective immediately until all required classes are completed, and proof is given to me. Moving forward all training would need to be completed.	8/25/25	
5 202.08(1)(b)3.b. Each Certified Child Care Operator And Each Provider Shall Comply With S. 48.651 And Complete A Non-Credit Course In Operating A Child Care Business That Is Approved By The Department Or A Course For Credit In Business Or Program Administration. Description: Credit or approved non-credit course in business or program administration was not available for review for staff member ZN.	ZN relieved until all needed trainings are completed. Moving further no one can start work without proof of all needed training.	8/25/25	
6 202.08(1)(b)3.c. Each Certified Operator And Each Provider Shall Comply With S. 48.651 And Complete Training In Child Abuse And Neglect Laws And Identifying, Documenting, And Reporting Child Abuse And Neglect. Description: Training in Child Abuse and Neglect was not available for review for staff member ZN.	ZN will be relieved of all duties until training is completed. Moving forward no employee, or any other caregiver can work with children until approved trainings are completed.	8/25/25	

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7 202.08(1)(b)3.d. Each Certified Operator And Each Provider Shall Comply With S. 48.651 And Obtain And Recertify As Necessary To Maintain Current Certification In Infant And Child Cardiopulmonary Resuscitation (Cpr). The Cpr Training Must Result In A Certificate Of Completion. If The Certificate Of Completion Does Not Have A Date Specifying The Length Of Time For Which It Is Valid, The Cpr Training Must Be Renewed Every Year. Description: Training in CPR was not available for review for staff member ZN.	ZN will take all needed training before returning back to employment. Moving forward all trainings would need to be completed.	8/25/25	
8 202.08(1)(b)4.c. A Provider Working In A Regular Or Provisional Certified Child Care Program Shall Successfully Complete Department-Approved Preservice Training Under Subd. 3. By 3 Months After Work Commencing. Description: Staff member ZN did not have preservice training available for review after being employed since 4/1/2025.	moving forward all employees will have preservice training available for all licensers, and parents to view.	8/25/25	

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9	<p>202.08(12)(c) The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Developing A Written Contract That Specifies The Charge For Child Care And The Expected Frequency Of Payment For The Service. The Contract Shall Be Signed By The Operator And A Parent Or Guardian.</p> <p>Description: There were no contracts on file for children #1-#8</p>	<p>Contracts were printed, and given to each family to read, and sign. moving forward contracts will be given out with enrollment paperwork.</p>	9/1/2025	
10	<p>202.08(12)(f)1-4 Prior To A Child's First Day Of Attendance For Any Child In Care, Obtaining Information On A Form Prescribed By The Department With Enrollment And Health History Information, Including All Of The Following:</p> <ol style="list-style-type: none"> 1. The Parents' Home And Work Phone Numbers. 2. Health History, Including Information Relating To A Child's Special Health Care Needs And Emergency Care Plan. 3. The Parents' Signed Consent For Emergency Medical Care. 4. A Name And Number To Call If The Child Requires Emergency Medical Care. <p>Description: There was no Enrollment and Health History form on file for child # 2, The Enrollment and Health History form for child #5 was incomplete.</p>	<p>All files would be looked at, and what's missing would be required to be in to me within a week from 8/25/25. moving forward, I will make sure all proper paperwork is completed within a week of enrollment.</p>	9/1/2025	

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11	<p>202.08(1m)(a)10.a. A Certified Child Care Operator Shall Comply With The Conditions Of The Certification. The Number Of Children In Care At Any Time May Not Exceed The Number Specified.</p> <p>Description: A review of attendance records showed that the number of children in care exceeded the 6 specified on the certification on 7/8/25, 7/9/25, 7/15/25, and 7/16/25.</p>	<p>Moving forward I will follow DCF-F-CFS294 making ratio, is in compliance with DCF rules.</p>	8/22/25	
12	<p>202.08(2)(am)1. A One-Unit Or Two-Unit Residential Building Shall Have A Functional Carbon Monoxide Detector Installed In The Basement And On Each Level Of The Building, Excluding The Garage And Attic, In Accordance With The Requirements Of S. 101.647, Stats.</p> <p>Description: There was no carbon monoxide detector present on the second floor of the home.</p>	<p>Carbon monoxide was placed on the second floor 8/22/25. moving forward I will make sure they are always in place.</p>	8/25/25	
13	<p>202.08(2)(c) The Indoor And Outdoor Areas Of The Home Shall Be Free Of Hazards. Potentially Dangerous Items And Materials Harmful To Children, Including Power Tools, Flammable Or Combustible Materials, Insecticides, Matches, Drugs And Any Articles Labeled Hazardous To Children Shall Be In Properly Marked Containers And Stored In Areas Inaccessible To Children.</p> <p>Description: There were two uncovered outlets in areas accessible to children. The outdoor play area contained night shades.</p>	<p>The two outlets was covered before she finished visit, all grass was cut off. moving forward I will monitor grass for Night shades.</p>	8/24/25	

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14	<p>202.08(4)(a) Health Form: A Certified Child Care Operator Shall Have A Current Report Of A Physical Examination On File For Each Child, Including The Operator's Own Children, Who Are Not Enrolled In A Public Or Private School.</p> <p>Description: There was no Health Report on file for child #4.</p>	<p>Send home health report for parent to have filled out right away by a physician, with a set time limit to return it. Moving forward needed before first day.</p>	9/5/25	
15	<p>202.08(4)(b) The Physical Examination Report Shall Be Made On An Electronic Printout From A Licensed Physician, Physician Assistant, Or Health Check Provider Or On A Form Provided By The Department That Is Signed And Dated By A Licensed Physician, Physician Assistant, Or Health Check Provider.</p> <p>Description: The Health Report on file for child #7 was not signed and dated by a physician.</p>	<p>Resend health report form out to parents, making sure it is filled out correctly dated, and sign. Moving forward all paperwork will be thoroughly looked over.</p>	9/5/25	
16	<p>202.08(4)(e) The Certified Child Care Operator Shall Have On File For Each Child In Care A Record Of The Child's Immunization History To Document Compliance With S. 252.04, Stats., And Ch. Dhs 144.</p> <p>Description: There were no immunization records on file for children #5-#7.</p>	<p>Check all files, and make sure all needed paperwork is in. requesting what's missing. moving forward All paperwork would need to be in by start date.</p>	9/5/25	

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17	<p>202.08(6)(a) No Certified Family Child Care Operator May Have More Than 3 Children Under 7 Years Of Age Who Are Not Related To The Child Care Operator In Care At Any Given Time.</p> <p>Description: A review of attendance records showed that more than 3 children under the age of 7 years of age who are not related to the provider were in care on 6/30/25, 7/1/25, 7/2/25, 7/8/25, 7/9/25, 7/10/25, 7/15/25, 7/16/25, 7/17/25, 7/21/25, 7/22/25, 8/18/25, and 8/20/25.</p>	<p>Moving forward I will follow DCF rules, and making sure I'm in ratio at all times. Effective immediately schedules will be updated to make sure ratios met, and not over.</p>	8/24/25	
18	<p>202.08(6)(b)1. No Certified Family Operator May Have More Than 6 Children In Care, Including Children Related To The Operator, Except That If 3 Of The Children Are Under The Age Of 2, The Total Number Of Children May Not Exceed 5.</p> <p>Description: A review of attendance records showed that there were 3 children under the age of 2 and the total number of children exceeded 5 on 7/8/25, 7/9/25, 7/15/25, and 7/16/25.</p>	<p>Moving forward ratio will be met at all times. Schedules will be looked at, and adjustments will be made.</p>	8/24/25	
19	<p>202.08(6)(b)2. No Certified Family Operator May Have More Than 6 Children In Care, Including Children Related To The Operator, Except That If 4 Of The Children Are Under The Age Of 2, The Total Number Of Children May Not Exceed 4.</p> <p>Description: A review of attendance records showed that there were 4 children under 2 and the total number of children exceeded 4 on 7/8/25 and 7/9/25.</p>	<p>Adjustments was made ratio will not go over anymore. All rules will be met and followed per DCF rules, and regulations.</p>	8/24/25	

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NAME - Agency Worker
Deborah Kersting

Date Issued
8/22/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Yaguta Hedges

8/24/25