

Date Correction Plan Due 2/28/2025	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 202.085, 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		Provider Number / Facility ID Number		
Kindercare Learning Ctrs-Forest Hm		0000555710 / 021 - 220269		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
8650 W Forest Home Ave Greenfield WI 532283420		414-425-1943	1/30/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.04(6)(a)6. Child Record - Health History</p> <p>Description: Child 3, documented as having an allergy, did not have information regarding triggers to watch for, signs or symptoms, steps a child care worker should follow, when to call a parent, when the condition requires medical care, and child care workers who have received specialized training or instructions.</p>	<p><i>Completed Allergy Action Plan along with Health History and Emergency Care Plan will be on file for Child 3.</i></p>	3/14/25	
2	<p>251.04(6)(a)8.a. Child Record - Physical Exam - Under 2</p> <p>Description: Child 1 did not have documentation of a health exam on file.</p>	<p><i>Completed documentation of a health exam will be on file for Child 1.</i></p>	3/14/25	

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3	<p>251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: Staff hours were not accurate in the Todd A room when two staff had not signed out.</p> <p>An Order was issued on December 7, 2023 for this violation and a forfeiture was issued for this violation on August 30, 2024.</p> <p>Repeat violation: Previously cited on 8/14/2024, 4/24/2024, 3/13/2024, 11/29/2023</p>	<p>All staff will be retained on proper sign in and sign out procedures. Center management will retain staff on the use of Child Supervision records to log staff hours.</p>	2/28/25	
4	<p>251.05(3)(f)2.b. Child Care Teacher - High School Or Equivalent</p> <p>Description: Staff E, working as a lead teacher for less than six months, did not have documentation of a high school diploma on file.</p>	<p>Staff E will provide documentation of high school diploma or equivalency</p>	3/14/25	
5	<p>251.05(3)(gr)3.a. Meal Prep Personnel - Training</p> <p>Description: Staff B, working as the cook, did not have documentation of one hour of training in kitchen sanitation, meal planning, and safe food handling completed in 2024.</p>	<p>Staff B will provide documentation of kitchen training, continuing education hours.</p>	2/28/25	

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<p>6 251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair</p> <p>Description: The premises was not maintained in a clean manner when the kitchen floor was observed to be dirty with crumbs, dust, and garbage on it.</p> <p>An order was issued for this violation on December 7, 2023.</p> <p>Repeat violation: Previously cited on 11/29/2023, 5/12/2023</p>	<p>Staff will be retained on maintaining the cleanliness of the kitchen. A cleaning checklist will be provided going forward.</p>	2/28/25	
<p>7 251.07(4)(b) Naps Or Rest Periods - Awake Children</p> <p>Description: Children who woke up after nap time were not allowed to get up in multiple rooms.</p>	<p>Staff will be retained on licensing rules regarding nap times. Children will be given quiet activities to do during nap time when they wake up.</p>	2/28/25	
<p>8 251.07(4)(cm) Naps Or Rest Periods - Sleeping Surfaces - Children 1 And Older</p> <p>Description: Cots were placed closer than two feet apart in two classrooms.</p> <p>Repeat violation: Previously cited on 4/24/2024</p>	<p>Staff retained on cot placement and the need for cots to be two feet apart.</p>	2/28/25	

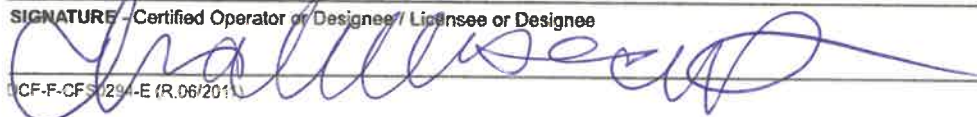
NAME - Agency Worker
Cindy Matuszak

Date Issued
2/14/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

CF-F-CFS 294-E (R.06/2011)



3/3/25