

<b>Date Correction Plan Due</b> 4/13/2026	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Kindercare Learning Ctrs-Loomis		<b>Provider Number / Facility ID Number</b> 0000555710 / 025 - 220266		
<b>Address - Facility (Street, City, State, Zip Code)</b> 5230 W Loomis Rd Greendale WI 531291408		<b>Telephone Number</b> 414-421-5510	<b>Date - Regulation Visit</b> 4/23/2025	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.05(2)(a)1. <b>Staff Record - Personal Information</b>  Description: Staff D's personal information was missing documentation of previous work history.  Repeat violation: Previously cited on 7/20/2023	Having staff person D complete missing information of work history. Auditing all staff files	5/16/25	
2	251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b>  Description: Staff hours were not accurate in the infant A room when three staff were signed in but only two staff were in the room.	Retraining all staff on transitions + marking in/out of sign-in sheet.	5/16/25	

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3 251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: Staff D did not have documentation of current CPR training on file.  Repeat violation: Previously cited on 7/20/2023	Staff D will complete CPR. Auditing files to make sure current. CPR attained in 30 days	5/16/25	
4 251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b>  Description: Staff E's training in child abuse & neglect laws, reporting, and identification was expired.	Staff E complete bi-annual can training. Audit all files to ensure nothing is missing	5/16/25	
5 251.05(3)(gr)3.a. <b>Meal Prep Personnel - Training</b>  Description: The staff identified as the cook during the visit had not completed four hours of training in kitchen sanitation, safe food handling, and nutrition prior to beginning work as the cook.  Repeat violation: Previously cited on 2/2/2024, 7/20/2023	Will ensure the person in the kitchen has the correct food + meal prep training.	6/30/25	
6 251.05(4)(c)9. <b>Continuing Education - Documentation Of 12 Month Period</b>  Description: Staff B, C, E, and H did not have documentation of having completed 15 continuing education hours in 2024.	Ensuring we keep continuing ed documentation for 1yr after completion	5/30/25	

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7	251.06(9)(d)2.a. <b>Food Storage - Dry Food</b>  Description: Opened cereal not stored in a sealed container.	Food will be in sealed dated container. Retrain staff person in kitchen.	4/24/25	
8	251.07(1)(d) <b>Daily Routines</b>  Description: During the visit, children in the 3-4 yr old room were made to sit at tables with no activities while staff picked up toys prior to going outside.	Retrained children on proper child guidance as well as completed training on transitions	5/16/25	
9	251.07(3)(i) <b>Cleanliness Of Furnishings, Toys, Equipment</b>  Description: Small chairs in the infant C room were dirty with dried food visible on the chairs.	Retrained staff on universal precautions + how/when to clean items in classroom.	4/24/25	
10	251.07(6)(f)1.a. <b>Medication Administration - Parent Authorization</b>  Description: A medication authorization in the DPB room did not include the timeframe of the authorization.  Repeat violation: Previously cited on 10/1/2024	Parent was given state form to complete for child's medication.	5/16/25	

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11	251.09(3)(a)2. <b>Infant &amp; Toddler - Food &amp; Formula Brought From Home</b>  Description: All bottles in the infant A room were not dated.  Repeat violation: Previously cited on 2/2/2024	Retrained all staff on proper bottle feeding procedures.	5/16/25	
12	251.09(4)(a)10. <b>Infant &amp; Toddler - Diapering Lotions, Powders, Salves</b>  Description: Directions for the use of diapering lotions, powders and salves were not posted in all rooms serving children under age two.  Repeat violation: Previously cited on 2/2/2024	Put proper postings in changing table cabinets. Will audit regularly to ensure up to date.	5/16/25	

**NAME - Agency Worker**  
Cindy Matuszak

**Date Issued**  
4/25/2025

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**



**Date Signed**

5/13/25