

<b>Date Correction Plan Due</b> 6/3/2019	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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> A Child's Imagination Inc		<b>Provider Number / Facility ID Number</b> 1000561081 / 002 - 1005645		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1368 Cold Spring Rd Neenah WI 54956		<b>Telephone Number</b> 920-729-6153	<b>Date - Regulation Visit</b> 4/22/2019	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	<b>251.04(3)(i)</b> <b>Report - Unknown Whereabouts Or Left Premise</b>  Description: The licensee did not think she needed to report an incident that occurred on 6/14/18 to the department when a child care provider was not aware of a 15 month old child's whereabouts when the provider left a child in the building when she and the remainder of the class went to the outdoor play space. A child care teacher heard the child outside of her classroom and returned the child to her group.	There was another teacher in the room by where the child was, in the hallway. Child was not alone in the building therefore I did feel the need to report.	no date of completion. Date of report 6/3/19	
2	<b>251.04(8)(b)</b> <b>Biennial Training - Child Abuse &amp; Neglect</b>  Description: Of 10 Staff Records reviewed 8 were missing documentation of biennial child abuse and neglect training.	Completed 4/29/19		

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3	<p>251.05(3)(f) Child Tracking Procedure</p> <p>Description: On June 14, 2018, A child care worker failed to implement the centers procedure of tracking children using a name to face count resulting in a 15 month old child being left in the center while the worker and the remainder of the group went to the outdoor play space. A child care teacher heard the child outside of her classroom and returned the child to her group.</p>	Teacher was reprimanded for this incident in accordance with the Centers employee disciplinary action procedures.	6/15/18

NAME - Certification Worker / Licensing Specialist  
Ruth Sprangers

Date Issued  
5/20/2019

SIGNATURE - Certified Operator or Designee / Licensee or Designee

*Cynthia Pull Hansen*

Date Signed

5/20/19