

Date Correction Plan Due 3/6/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
---	--	---

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 Southwest Ymca Preschool		Provider Number / Facility ID Number 4000558914 / 034 - 2007041		
Address - Facility (Street, City, State, Zip Code) 11311 W Howard Ave Greenfield WI 532281887		Telephone Number 414-546-9622	Date - Regulation Visit 2/19/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: Attendance is not current and accurate on the day of the licensing visit. There were 6 children in care but only 5 children signed in.	As children enter room staff will verify parent signed them in	3/6/25	
2	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Staff hours worked are documented by a punch in/punch out system but it does not include what room staff are working in when used to meet staff-to-child ratio.	Staff sign in/sign out sheet will be added to attendance binder to be filled out daily	3/6/25	

Name - Certified Operator / Licensed Center Southwest Ymca Preschool		Provider Number / Facility ID Number 4000558914 / 034 - 2007041	
Address - Facility (Street, City, State, Zip Code) 11311 W Howard Ave Greenfield WI 532281887		Telephone Number 414-546-9622	Date - Regulation Visit 2/19/2025
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
3	251.07(5)(b)5. Eating Surfaces - Cleaned, Sanitized Description: Tables were not cleaned and sanitized prior to snack being served.	Table will be cleaned by support staff while children are out of room washing hands to have snack	3/6/25
			Verification Date

NAME - Agency Worker
Kristin Keck

Date Issued
2/20/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Carrie Albright

3/6/25