

Date Correction Plan Due 8/20/2026	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 202.065, 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 Day Camp		Provider Number / Facility ID Number 4000558914 / 012 - 2002272	
Address - Facility (Street, City, State, Zip Code) 11311 W Howard Ave Greenfield WI 532281887		Telephone Number 414-329-3857	Date - Regulation Visit 6/24/2026
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	252.41(1)(L)1.b. Department Notices Posted Description: The Order dated 8/25/2025 was not posted next to the child care license.	All orders received by department are posted on licensing board next to license.	8-17-2026

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2	252.41(1)(m) Health, Safety & Welfare Of Children Description: Medications for emergent purposes, including an inhaler was not easily accessible to the counselors responsible for administration. A counselor was unaware of the padlock code to open the backpack that included the storage of the medication. A child had received the incorrect medication on 6/19/2026. On 6/22/2026, a child had ran away from camp and the staff did not contact 911 after the counselor lost sight of the child. A bystander finding the child called 911 and the child had been returned by police, 29 minutes later, without the center contacting the authorities, directly.	All camp staff were re-trained on licensing rules and YMCA procedures and expectations on 06-25-2026. Training included child tracking, emergency procedures, medication administration and child supervision. Camp leadership are conducting regular checks to ensure all staff are executing procedures.	06-25-2026	
3	252.41(5)(a)4. Parent Notification - Missing Child Description: The camp director did not notify the parents, immediately, when a child's whereabouts were unknown. The parent was not notified until after he was returned to the center.	Camp director was removed and new camp director and all camp leadership was re-trained on emergency procedures and communication.	06-27-2026	
4	252.42(3)(e) Cardiopulmonary Resuscitation Training Description: Two staff did not have a current certificate of completion for child and adult CPR prior to working with children.	All staff have been trained on CPR with documentation in staff file. Camp leadership re-trained on license requirements for pre-camp training.	07-10-2026	

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5	252.425(1)(b) Child Tracking Procedure Description: The child tracking procedure was not being properly implemented in two groups at the time of the visit. Two groups did not have an accurate number of tags identifying the children present to the counselors. Additionally, a counselor took children to the bathroom, however, the children's tags used to identify who is assigned to him did not include the three children taken to the bathroom and had 12 other children's tags with him that had not gone to the bathroom. Repeat violation: Previously cited on 6/26/2025	All camp staff were re-trained on licensing rules and YMCA procedures and expectations on 06-25-2026. Training included child tracking and supervision. Camp leadership are conducting regular checks to ensure all staff are executing procedures.	06-25-2026	
6	252.43(2)(b) Accessible Toxic Substances, Power Tools Description: Disinfectant spray was observed in the Studio 2 room, accessible to children. Repeat violation: Previously cited on 7/15/2025, 7/16/2024	Staff were re-trained on environmental safety inspections prior to entering spaces with children.	08-14-2026	
7	252.44(1)(a) Planned Program Of Activities Description: There was no written programming implemented in Studio One at the time of the visit.	Camp staff will include inclement weather plans to be executed when groups are inside. Alternative activity options will be available.	8-14-2026	

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8	252.44(6)(g)2. Medical Log - Requirements Description: An entry in the medical log book dated 6/19/2026 was not signed or initialed by the person making the entry.	Staff were re-trained on proper medical logging procedures and camp leadership will conduct ongoing checks on the medical log to ensure correct entry.	6-25-2026	
9	252.44(6)(g)3.c. Medical Log - Medication Administration Description: Medication that was dispensed to children on 6/22/2026 and 6/23/2026 was not recorded in the medical log book. Documentation was made that a child was given his prescribed medication on 6/19/2026, when in fact he was given another child's medication. There was no documentation of the incorrect medication administered to the child.	Staff were retrained on proper medical logging procedures and safe medication administration to ensure all medication is dispensed correctly and to the correct child.	6-25-2026	
10	252.44(7)(b)5. Waterfront Check-In / Check-Out Procedure Description: There was no method for checking children in and out of the water, implemented at the time of the visit.	Waterfront staff will implement camper in/out checklist procedure during swim time.	8-14-2026	

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11	252.44(7)(c)2. Children Restricted To Areas Related To Swimming Ability Description: Children's swimming ability was not monitored at the time of the visit. Not all children were wearing the colored wristbands to identify which area of the pool to swim.	waterfront staff and camp staff will ensure all campers are wearing appropriate wristband for respective swim area for assigned campers. Wristbands that fall off will be replaced.	8-14-2026

NAME - Agency Worker
Jennifer Brees, Paul Spink

Date Issued
8/5/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
8/14/2026