

Date Correction Plan Due 4/8/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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.

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number	
Tiny Treasures Christian Child Care Center		7000573857 / 001 - 1005564	
Address - Facility (Street, City, State, Zip Code) 1029 33Rd St Two Rivers WI 542411835		Telephone Number 920-794-8543	Date - Regulation Visit 3/18/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	251.04(2)(L)1.a. Monitoring Results Posted Description: The most recent noncompliance statement was not posted. Repeat violation: Previously cited on 6/23/2022	<i>Completed correction plan from visit 3/18/24 corrected and placed in the correct place.</i>	<i>3/26/2024</i>
2	251.05(2)(a) Staff Record - Maintenance & Availability Description: Staff workers J and K on the staff record checklist do not have staff record information on file at the center.	<i>Staff member J and K completed form, and placed in file.</i>	<i>Staff K compl. 3/26/24 Staff J compl. 3/27/24</i>

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3 251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff workers J and K do not have documentation of having a completed physical examination within 30 days of hire. Repeat violation: Previously cited on 11/30/2022, 6/23/2022	Staff members J & K have their physicals scheduled for April 25, 2024.	April 25, 2024	
4 251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: Staff worker I on the staff record checklist does not have the educational qualifications for an assistant teacher within 6 months of hire. Repeat violation: Previously cited on 8/21/2023, 11/30/2022, 6/23/2022	Staff member (I) will be redoing the course online.	July 2024	
5 251.05(3)(c) Cardiopulmonary Resuscitation Training Description: Infant/child CPR/AED training for nine out of eleven staff records reviewed did not have a current certificate of completion. Repeat violation: Previously cited on 8/21/2023, 6/23/2022	CPR training scheduled to be completed on 4/20/24. All staff members will be attending.	4/20/24	

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6 251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff workers A, B, C, and I on the staff record checklist did not have child abuse and neglect training every 2 years as required. Repeat violation: Previously cited on 8/21/2023, 6/23/2022	Watch CAN training with entire staff.	3/25/24	
7 251.05(3)(gr)3.a. Meal Prep Personnel - Training Description: Staff worker A on the staff record checklist does not have documentation of completing at least 4 hours of training in kitchen sanitation, food handling, and nutrition prior to beginning work and one hour of continuing education in food service yearly.	Staff member A has the book and will complete it by the end of May.	5/31/24	
8 251.05(4)(b) Staff Meetings Description: The center did not hold 9 staff meetings per calander year. The center held 8 staff meetings in 2022 and 2023. Repeat violation: Previously cited on 6/23/2022	I will be holding 10 Staff meeting in 2024.	12/2024	

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9	251.05(4)(c)1. Continuing Education Requirement - Full Time Staff Description: Staff workers A, B, C, E, and H on the staff record checklist do not have documentation of completing 15 hours of continuing education for the training year 2023.	New courses have been ordered by the end of March. Staff will have the hours completed by Aug. 1, 2024	Aug. 1, 2024	
10	251.06(2)(d) Access To Materials Potentially Harmful To Children Description: Cleaners were assessable to children under the sink in the 2 year old room. Child lock was broken. The kitchen door was open and chemical cleaners were accessible to the children. Repeat violation: Previously cited on 8/21/2023	Replaced the lock on the cabinet where the chemicals are kept.	3/26/24	
11	251.06(9)(d)2.a. Food Storage - Dry Food Description: Fish crackers were opened and not stored in bags with zip-type closures or metal, glass or food grade plastic containers with tight-fitting covers and labeled.	Fish crackers were placed in a Ziploc bag and dated. Will remind staff at the 3/25/24 meeting how we need to store food items that are opened.	3/18/24	
12	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: Medical log books were not reviewed every 6 months as required.	Reviewed all the medical logs and signed them. Will be done again in September, and every 6 month following.	3/22/24	

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13	251.09(1)(e) Infant & Toddler - Provider Training Description: Staff worker B on the staff record checklist did not have documentation of completing the required infant and toddler training within 6 months of working with children under the age of two. Repeat violation: Previously cited on 11/30/2022	Book is ordered and arrived on 3/25/24. Staff member will have 90 days to complete the book.	July 2024

NAME - Agency Worker
Linda Juckem

Date Issued
3/25/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Sarah K. Mueller

Date Signed

4-9-24