

<b>Date Correction Plan Due</b> 10/20/2021	<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> Y Sacc Westlawn		<b>Provider Number / Facility ID Number</b> 9000559219 / 027 - 2004064		
<b>Address - Facility (Street, City, State, Zip Code)</b> W64n319 Madison Ave Cedarburg WI 530122330		<b>Telephone Number</b> 262-235-9640	<b>Date - Regulation Visit</b> 9/22/2021	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(8)(b) <b>Biennial Training - Child Abuse &amp; Neglect</b>  Description: Staff A did not have the child abuse and neglect training on file.	staff A will have child abuse and neglect training on file.  (Also called Mandated Reporter)	10/13/2021 (already complete)	
2	251.05(2)(a)1. <b>Staff Record - Personal Information</b>  Description: Staff member A did not have the staff record information on file.	staff A will have staff record information on file.	10/13/2021 (already complete)	

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3	251.05(3)(b) <b>Shaken Baby Syndrome Prevention Training</b>  Description: Based on records review, staff member A did not have the shaking baby syndrome prevention training on file.	Staff A will have Shaken Baby Syndrome prevention training on file (Also called Abusive Head Trauma)	10/13/2021 (already complete)	
4	251.05(4)(a) <b>Staff Orientation - Develop, Implement, Document</b>  Description: Staff member A did not have the orientation form on file.	Staff A will have a completed orientation form on file.	10/13/2021 (already complete)	
5	251.05(4)(c)1. <b>Continuing Education Requirement - Full Time Staff</b>  Description: Staff member B did not have the continuing education hours information on file.	Staff B will have continuing education hours on file.	10/13/2021 (already complete)	

**NAME** - Certification Worker / Licensing Specialist  
Gloribel Tegen

Date Issued  
10/6/2021

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

Date Signed