

Date Correction Plan Due 3/1/2024	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 Kettle Moraine Ymca Discovery Cntr		Provider Number / Facility ID Number 9000559219 / 010 - 1013650	
Address - Facility (Street, City, State, Zip Code) 1113 W Washington St West Bend WI 53095		Telephone Number 262-334-8009	Date - Regulation Visit 2/7/2024
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.05(2)(a)3.a. Staff Record - Physical Examination Description: Based upon review on February 7, 2024, Staff Member B of the Staff Record Checklist did not have a Staff Health Report on file within 30 days of hire. Repeat violation: Previously cited on 10/30/2023, 7/26/2022	All Staff files are checked and updated to make sure in compliance.	3/8/2024	
2 251.05(3)(c) Cardiopulmonary Resuscitation Training Description: Based upon review on February 7, 2024, Staff Member B of the Staff Record Checklist did not have documentation of completing infant and child CPR on file from an agency approved by the Department. Repeat violation: Previously cited on 10/30/2023, 7/26/2022	All Staff files have CPR or the staff have been added to the next class available. A Spreadsheet was created to help keep track	3/18/2024	

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3 251.07(5)(a)10. Sharing Information About Food & Other Allergies Description: Based upon investigation, on January 31, 2024 not all child care workers working in the 1-year-old room were informed about a food allergy of a 1.5-year-old child signed into the room.	we have implemented a system on the food prep station of Prepare + Stopping Staff to Verify allow the food. Any child enrolled will be verbally and placed in writing the allergies to be aware. Allergy Signs updated monthly	3/8/2024	
4 251.07(5)(a)9. Special Diets - Medical Condition Description: On January 31, 2024, a 1.5-year-old child was fed string cheese. The child has a note from the doctor stating "RESTRICTIONS: need lactose free diet (fluid intake and food intake)" dated January 4, 2024, on file at the center.	As a doctor's note is add making Sure to communicate with all Staff including Subs. Also Adding the new system of food Prep + update allergy notice in the classroom	3/8/2024	

NAME - Agency Worker
Jamie Brandt

Date Issued
2/16/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Melissa Kesencovny

Date Signed
2-27-2024