

Date Correction Plan Due  
9/2/2022

## NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL  
715-361-7700

**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 Shannon's Daycare		Provider Number / Facility ID Number 5000581015 / 001 - 2003375		
Address - Facility (Street, City, State, Zip Code) 155131 South Rd Mosinee WI 544557577		Telephone Number 715-571-4409		Date - Regulation Visit 6/22/2022
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(1)(b) Age Range Of Children  Description: During a review of attendance records from October 2021 thru June 2022, it was determined a nine-year-old was regularly in care of the center. The center is only licensed up to age six. During a monitoring visit on 06/14/2022, two seven-year-old children were in care of the center.	Raise the age of children I can care for with my licenser. Untill age is raised be very cautious of the age of children in my care.	October 1, 2022	
2	250.04(6)(a)1. Child Record - Enrollment & Health History Forms  Description: An enrollment form was not on file for Child 3. A health history form was not on file for Child 4.	Put in policy all enrollment records must be filled out and in my possession by due date for child to come to daycare.	October 1, 2022	



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3	250.04(6)(a)4.a. <b>Child Record - Physical Exam - Under 2</b>  Description: A current health report was not on file for Child 3 and 4.	Put in policy all enrollment records must be in my possession by due date for child to return to daycare.	10/1/22
4	250.04(6)(a)4.b. <b>Child Record - Physical Exam - Over 2, Under 5</b>  Description: A current health report was not on file for Child 1 and 7.	Put in policy all enrollment records must be in my possession by due date for child to return to daycare.	10/1/22
5	250.04(6)(a)4m. <b>Child Record - Immunization History Compliance</b>  Description: Documentation of immunization history was not on file for Child 1 and 4.	Put in policy all enrollment records must be in my possession by due date for child to return to daycare.	10/1/22
6	250.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: On 06/14/2022 when licensing arrived, eleven children were in care but only 7 were signed in on the center's attendance record.  On 06/22/2022 when licensing arrived, eight children were signed in; however, the attendance record did not accurately reflect the names and ages of children in care.	Have daily attendance out at all arrival of children at check in to ensure times of all children in daycare are wrote down. Check names and birth dates each week printed to ensure they are correct.	10/1/22



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7	<p>250.055(2)(a) Maximum Number Of Children In Care Of The Center</p> <p>Description: On 06/14/2022, eleven children were in care of the center. Based on review of attendance records, at least nine children were regularly in care from October 2021 thru June 2022.</p>	<p>Downsize my enrolled children in Shannon's Daycare. 10 children enrolled now with 3 part-time till I have all full-time.</p>	<p>10/1/22</p>
8	<p>250.055(2)(b) Maximum Number Of Children In Care Of The Provider</p> <p>Description: On 06/22/2022, the provider was caring for three children under the age of two and five children over the age of two. There was not a second qualified provider present.</p>	<p>Hire a second qualified provider to accommodate the age of children in my care</p>	<p>10/1/22</p>
9	<p>250.06(4)(a) Smoke Detectors</p> <p>Description: A smoke detector was not installed in one of rooms designated for napping.</p>	<p>install smoke detector properly in each room for safety.</p>	<p>10/1/22</p>
10	<p>250.09(1)(c)4. Infant &amp; Toddler - Soft Materials In Cribs</p> <p>Description: A six-month-old child was asleep in a play yard with a blanket on her body, near her face and stuffed animals surrounding her.</p>	<p>If child falls asleep in Play yard or floor place them in proper place with nothing in crib w/ them</p>	<p>10/1/22</p>



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11	250.09(2)(c) Infant & Toddler - Sleep Position  Description: A six-month-old child was asleep in a large play pen.	Place sleeping child in crib or pack n play for safety reasons.	10/1/22

**NAME** - Certification Worker / Licensing Specialist  
Dezarae Wierzba, Kelly Iverson

Date Issued  
8/19/2022

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

*Shannon Lemma*

Date Signed

8-23-22