

Date Correction Plan Due 2/20/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	TO FILE A COMPLAINT CALL 282-446-7800
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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)(f), DCF 251.04(2)(L) and (3)(f), DCF 252.41(1)(L) and (2)(A). Failure to submit an appropriate correction plan by the due date listed above may result in sanctions identified in the statute and / or administrative rules. 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. 48.857. 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 Smarty Pants Dev Center Lic		Provider Number / Facility ID Number 4000587544 / 002 - 2003771	
Address - Facility (Street, City, State, Zip Code) 2535 W Center St Milwaukee WI 532061154		Telephone Number 414-488-2955	Date - Regulation Visit 1/30/2024
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.05(2)(a)2. Staff Record - Completed Background Check  Description: A volunteer with free access to the center and children did not have documentation of a completed background check on file.	Completed Background Check for volunteer	2/13/24	
2 251.05(2)(a)6. Staff Record - Days & Hours Worked  Description: Staff hours were not accurate when a staff person had not signed out for break, and a volunteer providing care alone to one child was not signed in.  Repeat violation: Previously cited on 1/26/2023	Conducted staff meeting to review sign in & out process to include volunteers	2/10/24	


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Smarty Parnts Dev Center Llc		4000587544 / 002 - 2003771		
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2535 W Center St Milwaukee WI 532061154		414-488-2955	1/30/2024	
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3 251.05(3)(cm) Child Abuse & Neglect - Biennial Training  Description: Staff B did not have documentation of current training in child abuse & neglect laws, identification, and reporting on file.	Staff B has completed required child abuse & neglect training	1/31/2024		
4 251.05(3)(f)2.b. Child Care Teacher - High School Or Equivalent  Description: Staff C did not have documentation of a high school diploma on file.	Sent request for GED completion certificate for staff C.	3/1/2024		
5 251.05(3)(gr)3.a. Meal Prep Personnel - Training  Description: Staff working as a cook did not have documentation of training in kitchen sanitation, food handling, and nutrition on file.	Received training certification for kitchen training through Early Ed. station	2/13/24		
6 251.05(3)(j)1. Volunteers, Student Teachers - Orientation  Description: A volunteer at the center did not have documentation of an orientation on file.	Completed volunteer orientation and put in staff file	1/30/24		

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7 251.05(4)(c)1. Continuing Education Requirement - Full Time Staff  Description: Staff A and B did not have documentation of 15 hours of continuing education completed in 2023.	Documented continuing education completed for all staff from past to current	2/29/24		
8 251.055(1)(b) Supervision - Teacher Per Group Of Children  Description: An infant was not supervised by a qualified lead teacher when a volunteer provided sole care to the child for approximately 20 minutes.	Discussed staff qualifications and volunteer expectations with staff including family members	2/10/24		
9 251.055(1)(f) Child Tracking Procedures  Description: During the visit, child tracking was not utilized in the infant room.	Re-visited tracking process with staff during meeting	2/10/24		
10 251.06(11)(b)7. Outdoor Play Space - Enclosure  Description: The outdoor fencing had gaps greater than four inches when fencing was detached at a gate, and along a few support posts.  Repeat violation: Previously cited on 1/28/2023	Contacted contractor to re-inforce gate	3/01/24		

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11 251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair  Description: The premises was not maintained in good repair when the folding closet door in the infant room was damaged and partially detached at the top.  Repeat violation: Previously cited on 1/26/2023	Removed closet door after visit	1/30/24		
12 251.06(4)(d) Exits & Passageways - Unobstructed, Minimum Width  Description: The exit near the infant room was partially obstructed by a stroller. Less than three feet width was available.	Removed stroller during visit, staff was advised to keep all exits clear	1/30/24		
13 251.07(4)(e) Naps Or Rest Periods - Bedding Maintenance, Storage, Cleanliness  Description: A soiled sheet was observed in a portable crib in the infant room. This violation was corrected during the visit.	Discussed cleaning schedule, and bedding change process - Staff meeting	2/10/24		
14 251.07(7)(a) Pets & Animals - Health & Immunization  Description: Cats with access to the center did not have current rabies certificates.	Rabies shots have been scheduled for 2/19/24	2/29/24		

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15 251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: A bottle for an infant in care was not labeled and dated.	Revised the licensing rules for labeling and dating infant bottles w/all staff	2/10/24		
16 251.09(3)(a)2m. Infant & Toddler - Correct Food, Breastmilk, Or Formula Description: Formula and opened oatmeal was not labeled with the child's name. This violation was corrected during the visit.	Discussed labeling and dating of all infant food & formula during staff meeting	2/10/24		

NAME - Agency Worker  
 Cindy Matuszak

SIGNATURE - Certified Operator or Designee / Licenses or Designee  


Date Issued  
 2/6/2024

Date Signed  
 2/13/24

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