

DEC 05 2024

Date Correction Plan Due 12/5/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	SOUTHEASTERN REGIONAL OFFICE TO FILE A COMPLAINT CALL DCF DECE 262-446-7800
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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)(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 Early Steps Child Dev Center Llc		Provider Number / Facility ID Number 9000588079 / 001 - 2001648		
Address - Facility (Street, City, State, Zip Code) 9135 W Silver Spring Dr Milwaukee WI 532253413		Telephone Number 414-763-3775	Date - Regulation Visit 10/16/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(L) Report - Construction Or Remodeling Description: The licensee failed to report the remodeling of the school-age boys' restroom. A urinal was removed from the restroom and the floors were updated.	MOVING FORWARD, ANY REMODELING WILL BE REPORTED TO LICENSING SPECIALIST	11/22/24	
2	251.04(6)(b) Current, Accurate Daily Attendance Record Description: The attendance was not current and accurate. One (1) child was not signed onto the attendance in the infant room. Previously cited on an Order issued 12/02/2022. Repeat violation: Previously cited on 10/25/2022	MOVING FORWARD, ALL CHILDREN WILL BE SIGNED IN ON ARRIVAL	11/22/24	

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3	<p>251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: Documentation of the days and hours staff worked while counted in ratio were not properly documented in the preschool room. One (1) staff member was signed in, but not signed out.</p> <p>Repeat violation: Previously cited on 6/10/2024, 7/21/2023</p>	<p>MOVING FORWARD, STAFF MEMBERS WILL SIGN (IN/OUT) OF CLASSROOM (PER RATIO)</p>	11/22/24	
4	<p>251.055(1)(f) Child Tracking Procedure</p> <p>Description: The tracking procedure was not implemented properly. Five (5) children were present in the infant room, however four (4) children were signed onto the tracking tool. Previously cited on an Order issued 12/02/2022.</p> <p>Repeat violation: Previously cited on 10/25/2022</p>	<p>MOVING FORWARD, ALL CHILDREN IN (ASSIGNED) CLASS WILL BE TRACKED ACCORDINGLY.</p>	11/22/24	
5	<p>251.06(10)(f) Bathroom Supplies</p> <p>Description: All bathroom supplies were not present in the school-age boys' restroom. Toilet paper was not present in the boys' restroom.</p> <p>Repeat violation: Previously cited on 6/10/2024, 2/6/2024, 10/25/2022</p>	<p>MOVING FORWARD, ALL BATHROOM SUPPLIES WILL BE PRESENT IN EVERY BATHROOM.</p>	11/22/24	

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6	<p>251.06(2)(a) Potential Source Of Harm On Premises</p> <p>Description: During the monitoring visit, a carpet cleaning company was observed cleaning carpets in the child care. The large hoses used to transport the water to the vacuum were laid in the main walkway and caused a potential tripping hazard.</p> <p>Repeat violation: Previously cited on 2/6/2024, 10/25/2022</p>	MOVING FORWARD NO CARPET CLEANING WILL BE DONE DURING CHILD CARE HOURS.	11/22/24	
7	<p>251.06(2)(d) Access To Materials Potentially Harmful To Children</p> <p>Description: Materials harmful to children, shall be appropriately labeled and stored in areas inaccessible to children. Loctite superglue was observed on a shelf between two classrooms accessible to children. Vaseline was observed on a shelf in the toddler room accessible to children. Previously cited in an Order/Forfeiture issued 8/21/24, and 8/16/23, and in an Order issued 12/02/22.</p> <p>Repeat violation: Previously cited on 6/10/2024, 7/21/2023, 10/25/2022</p>	MOVING FORWARD HARMFUL MATERIALS WILL BE STORED INACCESSIBLE TO CHILDREN.	11/22/24	
8	<p>251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair</p> <p>Description: The premises was not observed clean. Dry wall dust was observed on the floor and on toys in the school-aged room from wall repairs. Previously cited in an Order/Forfeiture issued 8/21/20024, and in an Order issued 5/13/24.</p> <p>Repeat violation: Previously cited on 6/10/2024, 2/6/2024, 7/21/2023, 10/25/2022</p>	MOVING FORWARD PREMISES WILL BE CLEAN, FREE OF DUST ON FLOOR/ TOYS	11/22/24	

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9	<p>251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers</p> <p>Description: Each cold storage facility shall be equipped with a clearly visible accurate thermometer. The freezer downstairs wasn't equipped with a thermometer. Previously cited in an Order issued 8/21/24.</p> <p>Repeat violation: Previously cited on 6/10/2024, 2/6/2024, 7/21/2023</p>	<p>MOVING FORWARD THERMOMETERS IN ALL COLD STORAGE REFRIG/FREEZER.</p>	11/22/24	
10	<p>251.06(9)(d)2.a. Food Storage - Dry Food</p> <p>Description: Dry foods, such as flour, sugar, cereals and beans shall be stored in bags with zip-type closures or metal, glass or food-grade plastic containers with tight-fitting covers and shall be labeled. The following dry foods were observed open and not stored in a proper container: a box of mashed potatoes, and a box of cereal. A bag of potato chips were stored in a food grade container, however the container did not have a label.</p>	<p>MOVING FORWARD DRY FOODS WILL BE STORED WITH ZIPLOCK CLOSURES, DATED & LABELED.</p>	11/22/24	
11	<p>251.06(9)(f)3. Food - Leftover Prepared Food</p> <p>Description: Food that was prepared but not served shall be dated, refrigerated promptly, and used within 36 hours, or frozen immediately for use within 6 months. Nacho cheese was observed in the fridge without a dated label.</p> <p>Repeat violation: Previously cited on 10/28/2022</p>	<p>MOVING FORWARD LEFT OVER PREPARED FOOD (DATED/LABEL) USED WITHIN 36 HOURS OR FROZEN IMMEDIATELY</p>	11/22/24	

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✓	12 251.07(1)(c) Television As Part Of Program Description: Infants were observed sitting in high chairs watching tv. Repeat violation: Previously cited on 2/6/2024, 7/21/2023	MOVING FORWARD, USE HIGH CHAIRS FOR meal time, NO TV WATCHING.	11/22/24	
FRONT DOOR	13 251.07(5)(a)5.a. Menus - Post Description: Current menus were not posted on the parent board, or in the kitchen. The posted menus were dated for September 2024.	MOVING FORWARD, MENU POSTED FOR PARENTS @ FRONT ENTRANCE & IN KITCHEN for Cook.	11/22/24	
-	14 251.09(1)(g) Infant & Toddler - Safety Gates Description: The door typically used to prevent access to the stairwell was observed open due to a carpet cleaning company's hoses that propped the door open.	MOVING FORWARD, DOOR leading to STAIRWELL will be CLOSED.	11/22/24	
✓	15 251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: Food, breast milk, and formula brought from home are required to be labeled with the child's name and the date and refrigerated, if required. Containers of formula were observed without labels including names and dates. Repeat violation: Previously cited on 6/10/2024, 7/21/2023	MOVING FORWARD, CHILD'S Formula / Food will have child name, Date.	11/22/24	

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16	<p>251.09(3)(a)7. Infant & Toddler - Leftover Milk Or Formula</p> <p>Description: Leftover milk or formula should be discarded within 2 hours after each feeding and bottles rinsed after use. Bottles were not discarded, but placed back in children's individual cubbies.</p> <p>Repeat violation: Previously cited on 7/21/2023</p>	<p>MOVING FORWARD leftover milk will be discarded, NO BOTTLES IN CUBBIES</p>	<p>11/22/24</p>

NAME - Agency Worker
Crescenta Sabree, Cindy Matuszak

Date Issued
11/21/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Joan Davis Cross

Date Signed

11/22/2024

Early Steps CDC
November 21, 2024
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RECEIVED
STATE OF WISCONSIN

DEC 05 2024

SOUTHEASTERN REGIONAL OFFICE
DCF DECS BECR

Attachments: Notice of Order and Forfeiture issued August 21, 2024 (Attachment A)
Notice of Order issued May 13, 2024 (Attachment B)
Notice of Order and Forfeiture issued December 2, 2022 (Attachment C)
Noncompliance Statement (Attachment D)

(Complete, detach, and return this remittance slip with payment)

REMITTANCE SLIP

FACILITY ID NUMBER: 2001648

FACILITY NAME AND ADDRESS

Early Steps Child Dev Center LLC
9135 W Silver Spring Dr
Milwaukee, WI 53225

Remitt

REGIONAL OFFICE

Southeastern

LICENSING SPECIALIST C. Sabree

AMOUNT DUE \$900.00

Make check payable to State Treasurer. Please return this remittance slip with your payment within 10 days of receipt of this letter to:

Bureau of Early Care Regulation
Attention: Central Office Manager
P.O. Box 8916
Madison, WI 53708-8916



P.O. Box 510870
New Berlin, WI 53151-0870
(262) 796-4500 | landmarkcu.com

12-04-24 12-7971
2750

CHECK NO: 563653

OFFICIAL CHECK

AMOUNT IN US DOLLARS

*****900.00

PAY THE
SUM OF

Nine Hundred and 00/100*****

PAY TO
THE ORDER
OF


STATE TREASURER

VOID AFTER 90 DAYS

REF

Re: Early Steps Child Dev Center LLC

NEW BERLIN, WI



AUTHORIZED SIGNATURE

⑈ 563653 ⑈ ⑆ 275079714⑆ 19617800031⑈

ENDORSE CHECK HERE

X

DO NOT WRITE, SIGN OR STAMP BELOW THIS LINE



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