

Date Correction Plan Due 2/1/2023	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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 Little Feet And Helpful Hands Childcare		Provider Number / Facility ID Number 8000589298 / 002 - 2004347	
Address - Facility (Street, City, State, Zip Code) 1100 Linden Dr Holmen WI 546362508		Telephone Number 608-399-3332	Date - Regulation Visit 1/12/2023
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	251.04(6)(a)6m. Child Record - Immunization History Description: An Immunization record was not observed in the file for Child #1.	Immunization history has now been placed in child's file.	1.18.2023
2	251.05(2)(a)3.a. Staff Record - Physical Examination Description: The file for Staff B did not contain documentation of a physical examination report on a form provided by the department, completed within 12 months before or within 30 days after beginning work with children in care, indicating the person is free from illness detrimental to children, including tuberculosis, and physically able to work with young children. Repeat violation: Previously cited on 6/23/2022.	Documentation of a physical examination report on a form provided by DCF is now in staff's file.	1.17.2023

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
3	251.05(2)(a)4.a. Staff Record - Registry Certificate Description: Staff H is missing a certificate from The Registry documenting that the person has met the educational qualifications for a teacher and has worked as a teacher for at least 6 months. Repeat violation: Previously cited on 6/23/2022	Staff has been contacted (currently on maternity leave) and asked to submit documents to Registry for documentation of educational qualifications.	3.1.2023
4	251.06(2)(d) Access To Materials Potentially Harmful To Children Description: Disinfecting and sanitizing spray bottles, which are labeled "keep out of reach of children", were observed on a plastic storage bin and hanging on the wall in one of the bathrooms low enough to make them accessible to children.	Disinfecting and sanitizing spray bottles are hanging on wall at a height that is not accessible to children.	1.13.2023
5	251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers. Description: The freezer portion of the refrigerator in the infant room that contained frozen breast milk was not equipped with a clearly visible accurate thermometer. Repeat violation: Previously cited on 12/9/2021	Thermometer has been placed in infant room in freezer portion of refrigerator. Was posted to not put breast milk in freezer.	1.23.2023

NAME - Agency Worker
Jennifer Stubbe, Kimberly Jasper

Date Issued
1/18/2023

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Laure Olson

Date Signed
1.25.2023