

<b>Date Correction Plan Due</b> 9/3/2022	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b>		<b>Provider Number / Facility ID Number</b>	
Tiny Tree Academy Menomonie		1000589421 / 002 - 2005354	
<b>Address - Facility (Street, City, State, Zip Code)</b>		<b>Telephone Number</b>	<b>Date - Regulation Visit</b>
1820 Talen St Menomonie WI 547511460		608-279-9982	8/18/2022
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>
1	251.06(2)(i) <b>Deteriorating Paint</b>  Description: On this date, a large wooden swing set and small picnic table were observed to have large sections of deteriorating paint.	Removal of large swing and small picnic table.	09-06-2022
2	251.07(6)(dm)1. <b>Medical Log Book</b>  Description: The center has been documenting medication administration and injuries in a computer application, but rule requires this information to be documented in a paper medical log.	Retraining of filling out and documenting medication and injuries in medical log book.	08-24-2022

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	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
3	251.07(6)(f)1.a. <b>Medication Administration - Parent Authorization</b>  Description: When reviewing medication authorization forms, it was noted that the beginning and ending dates are exceeding the dosage time frames stated on the medication containers.	Retraining on how to fill out medication form correctly. sent home all medication that is not in use.	08-24-2022	

**NAME - Certification Worker / Licensing Specialist**  
Heather Ruf

**Date Issued**  
8/18/2022

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

**Date Signed**