

Date Correction Plan Due 7/22/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
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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)(f) and (3)(d), DCF 261.04(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 Pigtails And Bowties Family Childcare		Provider Number / Facility ID Number 900690819 / 001	
Address - Facility (Street, City, State, Zip Code) 4937 N 36TH ST Milwaukee WI 532085335		Telephone Number 414-419-4542	Date - Regulation Viol 6/4/2025
#	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	202.08(1)(a)2. Each Child Care Operator Shall Demonstrate That The Operator Is Free From Tuberculosis Prior To Initial Certification. Each Provider Shall Demonstrate That He Or She Is Free From Tuberculosis Prior To The Date The Provider Begins Working With Children In Care. Description: The household member that was left to supervise the children on May 21, 2025 did not have documentation on file that she was free from tuberculosis prior to being left with the children.	Anyone left to supervise children will have documentation on file that they are free from tuberculosis	7/14/25

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4 202.08(1)(b)3.a. Each Certified Child Care Operator And Each Provider Shall Comply With S. 48.651 And Complete Training Including At Least 2 Credits In Early Childhood Education Or A Non-Credit Course In Caring For Children That Is Approved By The Department. Description: The household member that was left to supervise the children on May 21, 2025 per the operator did not have the completed trainings to be left alone with the childcare children.	If I hire someone will make sure they have completed trainings to prior to working	7/14/25		
5 202.08(1)(b)3.b. Each Certified Child Care Operator And Each Provider Shall Comply With S. 48.651 And Complete A Non-Credit Course In Operating A Child Care Business That Is Approved By The Department Or A Course For Credit In Business Or Program Administration. Description: The household member that was left to supervise the children on May 21, 2025 per the operator did not have the completed trainings to be left alone with the childcare children.	Will make sure anyone who is left with children will completed child care trainings.	7/14/25		

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<p>2 202.08(1)(b)1. Prior To Certification And Prior To Beginning To Work With Children Each Provider, Including Volunteers, Substitutes, And Emergency Back-Up Providers, Or Any Other Person Who Provides Care And Supervision For Children Under One Year Of Age Shall Complete Training In The Most Current Medically Accepted Methods For Reducing The Risk Of Sudden Infant Death Syndrome.</p> <p>Description: The household member that was left to supervise the children on on May 21, 2025 per the operator did not have the completed training for SIDS.</p>	Anyone left to supervise children will have completed training in SIDS	7/14/25	
<p>3 202.08(1)(b)2. Prior To Certification And Prior To Beginning To Work With Children Each Provider, Including Volunteers, Substitutes, And Emergency Back-Up Providers, Or Any Other Person Who Provides Care And Supervision For Children Under 5 Years Of Age Shall Complete Department-Approved Training On Shaken Baby Syndrome And Abusive Head Trauma And Appropriate Ways To Manage Crying, Fussing, Or Distraught Children.</p> <p>Description: The household member that was left to supervise the children on May 21, 2025 per the operator did not have the completed training for shaken baby syndrome and abusive head trauma and appropriate ways to manage crying, fussing, or distraught children.</p>	Anyone left to supervise children will have training in Shaken Baby Syndrome Abusive Head Trauma	7/14/25	

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<p>6 202.08(1)(b)3.c. Each Certified Operator And Each Provider Shall Comply With S. 48.661 And Complete Training In Child Abuse And Neglect Laws And Identifying, Documenting, And Reporting Child Abuse And Neglect.</p> <p>Description: The household member that was left to supervise the children on May 21, 2025 per the operator did not have the completed training in CAN.</p>	<p>If I plan to hire someone, will make sure they obtain training in CAN prior to working</p>	7/14/25		
<p>7 202.08(1)(b)3.d. Each Certified Operator And Each Provider Shall Comply With S. 48.661 And Obtain And Recerify As Necessary To Maintain Current Certification In Infant And Child Cardiopulmonary Resuscitation (Cpr). The Cpr Training Must Result In A Certificate Of Completion. If The Certificate Of Completion Does Not Have A Date Specifying The Length Of Time For Which It Is Valid, The Cpr Training Must Be Renewed Every Year.</p> <p>Description: The household member that was left to supervise the children on May 21, 2025 per the operator did not have the completed trainings in CPR</p> <p>The operator was not able to provide a current copy of the CPR training to verify when the CPR expired during the monitoring visit.</p>	<p>If I plan to hire someone will make sure CPR is obtained before working.</p> <p>I will make sure licenser has updated CPR copy of training</p>	7/14/25		

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<p>8 202.08(12)(c) The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Developing A Written Contract That Specifies The Charge For Child Care And The Expected Frequency Of Payment For The Service. The Contract Shall Be Signed By The Operator And A Parent Or Guardian.</p> <p>Description: Child #1, #2 and #4 were missing a written contract that specifies the charge for child care services and the expected frequency of payment that is signed by a parent or guardian and the operator.</p>	<p>Written contract for payment was put in child #2 and #4 file</p>	7/14/25	
<p>9 202.08(12)(d) The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Making A Copy Of The Applicable Certification Standards Available To Each Parent</p> <p>Description: Child #4 was missing documentation stating the certified child care operator had ongoing communication with the child's parent by informing the parent of the applicable certification standards.</p>	<p>I will make sure I discuss the rules and make sure parents check correct box on enrollment form</p>	7/14/25	

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10	<p>202.08(12)(f)1-4 Prior To A Child's First Day Of Attendance For Any Child In Care, Obtaining Information On A Form Prescribed By The Department With Enrollment And Health History Information, Including All Of The Following:</p> <ol style="list-style-type: none"> 1. The Parents' Home And Work Phone Numbers. 2. Health History, Including Information Relating To A Child's Special Health Care Needs And Emergency Care Plan. 3. The Parents' Signed Consent For Emergency Medical Care. 4. A Name And Number To Call If The Child Requires Emergency Medical Care. <p>Description: Child #1 and #2 were missing emergency contact information and physical information on the enrollment and health history information form.</p>	<p>Made sure child #1 and #2 emergency contact info, physical info on enrollment form are filled out and in files.</p>	7/14/25	
11	<p>202.08(12)(g) The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Using Information Obtained On The Department-Provided Child Care Intake For Child Under 2 Years Form, Which Collects Essential Information For Infants And Toddlers, To Individualize The Program Of Care For Each Child Under 2 Years Of Age.</p> <p>Description: Child #1 was missing the Child Care intake for Child Under 2 Years form on file.</p>	<p>Child Care Intake for Child under 2 for child #1 has been placed in file.</p>	7/14/25	

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4937 N 38Th St Milwaukee WI 532095335		414-419-4542	6/4/2025	
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12	<p>202.08(12)(i) The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent. By Informing The Parent In Writing Whether The Premises And Child Care Business Are Covered By A Child Care Liability Insurance Policy.</p> <p>Description: The operator did not communicate with the parent, informing the parent in writing whether a child care liability insurance policy covers the premises and child care business for child #4.</p>	<p>Discussed with parents and will make sure they checked correct boxes on enrollment form.</p>	7/14/25	
13	<p>202.08(4)(a)1. For Each Child Under 2 Years Of Age, A Report Of A Physical Examination Conducted Not More Than 6 Months Prior To Nor Later Than 3 Months After The Child Is Admitted, And A Follow-Up Health Examination At Least Once Every 6 Months Thereafter.</p> <p>Description: Child #1 was missing a physical examination report on file and a follow-up health examination at least once every 6 months thereafter.</p>	<p>Child #1 physical examination, and follow-up health examination is in file.</p>	7/14/25	

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14 202.08(4)(a)2. For A Child 2 Years Of Age Or Older, A Report Of A Physical Examination Conducted Not More Than 2 Years Prior To Her Later Than 3 Months After The Child Is Admitted, And A Follow-Up Health Examination At Least Once Every 2 Years Thereafter Description: Child #2 and child #4 were missing a physical examination report on file.	Physical examination for child #2 and child #4 has been placed in files.	7/14/25	
15 202.08(4)(e) The Certified Child Care Operator Shall Have On File For Each Child In Care A Record Of The Child's Immunization History To Document Compliance With S. 262.04, Stats., And Ch. Dhs 144. Description: Immunization were missing for child #1 and child #2.	Immunization for child #1 and child #2 have been placed in files	7/14/25	

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16 202.08(4m)(a)1. An Operator Shall Have A Written Plan For Taking Appropriate Action In The Event Of An Emergency Including A Fire; A Tornado; A Flood; Extreme Outdoor Heat Or Cold; A Loss Of Building Service, Including No Heat, Water, Electricity Or Telephone; Human-Caused Events, Such As Threats To The Building Or Its Occupants; Allergic Reactions; Lost Or Missing Children; Vehicle Accidents; A Provider's Family Situation, Such As Medical Emergency Or Illness; Or Other Circumstances Requiring Immediate Attention. Description: The operator did not have a written emergency plan for taking appropriate action in the event of emergencies, including a fire; a tornado; a flood; Extreme Outdoor Heat Or Cold; A Loss Of Building Service, Including No Heat, Water, Electricity Or Telephone; Human-Caused Events, Such As Threats To The Building Or Its Occupants; Allergic Reactions; Lost Or Missing Children; Vehicle Accidents; A Provider's Family Situation, Such As Medical Emergency Or Illness; Or Other Circumstances Requiring Immediate Attention.	I have created a written emergency plan, and is posted on my wall.	7/14/25		
17 202.08(4m)(c) An Operator Shall Designate An Emergency Back-Up Provider. The Emergency Back-Up Child Care Provider Shall Be At Least 18 Years Of Age And Able To Provide An Acceptable Level Of Child Care. Description: The operator did not have an emergency back up designated during the visit. After the discussion, the operator was able to identify who she was going to designate as an emergency backup provider.	I have identified who I will have as a designated backup provider.	7/14/25		

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<p>18 202.08(4m)(e)1.-5. An Operator Shall Ensure That Each Provider, Volunteer, Substitute, And Emergency Back-Up Provider, Receives An Orientation Before Beginning Work That Covers The Following:</p> <ol style="list-style-type: none"> 1. The Names And Ages Of Children In Care. 2. A Review Of Children's Records, Including Parent And Emergency Contact Information. 3. Specific Information Relating To A Child's Special Health Care Needs, Including Administration Of Medications, Disabilities, Allergies, Or Other Special Health Conditions. 4. A Review Of The Operator's Plan For Responding To Emergencies. 5. A Review Of This Chapter. <p>Description: The household member that was left to supervise and care for childcare children did not received orientation before beginning work.</p>	<p>Anyone one who is hired by me will have orientation done prior to working.</p>	<p>7/14/25</p>	

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<p>19 202.08(5)(f) The Certified Child Care Operator Shall Keep Current And Accurate Written Records Of The Daily Hours Of Attendance Of Each Child In Care, Including The Actual Arrival And Departure Time Times For Each Child. If Children Are Transported To Or From The Premises Or School By The Operator Or Another Provider On Behalf Of The Operator, The Daily Attendance Record Shall Include The Actual Time The Child Was Picked Up Or Dropped Off.</p> <p>Description: The operator was unable to provide the requested attendance sheets for the specified months during the monitoring visit.</p> <p>The attendance sheets reviewed contained dates that were either illegible or missing, making it difficult to verify children's attendance.</p> <p>Per the operator, the children that attended the childcare on June 3, 2025 were not signed in or out.</p>	<p>I will make sure children are signed in/out everyday. Attendance sheets will be legible</p>	7/14/25	

NAME - Agency Worker
Lou Thao

Date Issued
7/8/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

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