

Date Correction Plan Due
4/19/2024

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

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

Shining Knights Academy

Provider Number / Facility ID Number

4000591004 / 001 - 2006159

Address - Facility (Street, City, State, Zip Code)
5256 N 38Th St Milwaukee WI 532094767

Telephone Number
414-212-8922

Date - Regulation Visit
3/28/2024

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>1 250.04(6)(a)1m.f. Child Record - Health History - Medical Condition Symptoms</p> <p>Description: Parent indicated that a child had a medical condition/disorder, but failed to provide triggers that may cause a problem, signs or symptoms for the provider to watch for, steps a provider should follow, when to call a parent regarding symptoms, when the condition requires emergency medical care, and identification of all providers who have received specialized training or instructions to help treat symptoms for Child #2.</p> <p>Repeat violation: Previously cited on 6/28/2023</p>	<p>Form has been updated by parent I will go over all paper work with parents to make sure all fields are complete and accurate</p>	<p>4/26/24</p>	

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2 250.04(6)(b) Current, Accurate Daily Attendance Record Description: The attendance was not current and accurate as 6 children were present, but 5 children were signed in. Repeat violation: Previously cited on 1/11/2024	Children will be check in again when they arrived and check again through out the day.	4/26/24	
3 250.05(2)(a) Staff File - Staff Record Form Description: The staff record form for Staff A was observed complete.	Staff form updated along with other staff forms. We check once a month	4/26/24	
4 250.05(2)(g) Staff File - Orientation Description: Documentation of a complete staff orientation was not observed for Staff A.	↓	4/26/24	
5 250.055(1)(L) Procedure - Number, Names, Whereabouts Known At All Times Description: The tracking procedure was incomplete. One child was missing from the tracking procedure. Repeat violation: Previously cited on 1/11/2024	Children will be check in when they arrived and check through out the day.	4/26/24	

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6 250.06(2)(e) Potential Source Of Harm On Premises Description: Cables were observed hanging from the side of the house and an unwrapped water hose were observed in the outside play space.	Cables will be secured and checked monthly for safety.	4/26/24	
7 250.06(7)(a)1. Exits - Unobstructed Description: The back exit was obstructed by boxes of materials.	All boxes will be removed exit will remain clear.	4/26/24	
8 250.07(6)(b)2. Medical Log Book - Pages And Entries Description: The medical log book had entries with skipped lines.	I understand the rules for medical log moving forward no lines will be skipped.	4/26/24	
9 250.09(1)(c)2. Infant & Toddler - Crib & Playpen Mattresses Description: Playpen mattresses were not observed tight fitting. Repeat violation: Previously cited on 1/11/2024	Mattress replaced sheets are now tight fitting will check through day.	4/26/24	

NAME - Agency Worker
Crescenta Sabree, Tameka Thompson

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Issued
4/5/2024

Date Signed