

Date Correction Plan Due 2/13/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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 Joyful Beginnings Academy		Provider Number / Facility ID Number 1000591211 / 001 - 2006378		
Address - Facility (Street, City, State, Zip Code) W9570 Poker Flats Ct Hortonville WI 549442707		Telephone Number 920-710-9005	Date - Regulation Visit 10/14/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(L)1 a. Monitoring Results Posted Description: Based on observation during 10/14/24 visit No monitoring results were posted.	Monitoring Requirement notice posted	immediate	
2	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Based on record review on 10/14/24 according to Staff Record Checklist Staff Member C failed to have a Health Report on file. Repeat violation: Previously cited on 6/23/2023	Staff orientation process process updated for new hire requirements	immediate	

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3 251.05(2)(a)4.a. Staff Record - Registry Certificate Description: Based on record review on 10/14/24 according to the Staff Record Checklist Staff Member B failed to have a Registry on file.	Staff orientation process updated for new hire requirements	immediate	
4 251.05(2)(a)5. Staff Record - High School Diploma Description: Based on record review on 10/14/24 according to the Staff Record Checklist Staff Member B failed to have a high school diploma on file. Repeat violation: Previously cited on 4/20/2023	Staff orientation process updated for new hire requirements	immediate	
5 251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Based on a complaint investigation on 9/27/24 a staff member failed to sign in and out of the Finches classroom for a break from 11:00am-11:30am. Repeat violation: Previously cited on 7/18/2024	reminder to specific staff of clock in/out procedures. reminder to all staff to clock in/out for accurate reflection	immediate	

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6	<p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: Based on record review on 10/14/24 according to the Staff Record Checklist Staff Member E failed to have SBS/Abusive Head Trauma on file.</p>	Staff orientation process updated for new hire requirements	immediate	
7	<p>251.05(3)(g)1. Assistant Child Care Teacher - Supervision</p> <p>Description: Based on a complaint investigation, through record review and video observation on 9/27/24 an assistant qualified child care teacher was left in sole supervision of children within the Finches classroom from 11:00am -11:30am.</p> <p>Repeat violation: Previously cited on 12/28/2023</p>	Schedule restructured to reflect each teacher's approved ages to work	Immediate	
8	<p>251.07(1)(d) Daily Routines</p> <p>Description: Based on a complaint on 9/27/24 it was observed through video footage within the Finches classroom that infant/toddlers were sitting in high chairs/meal tables for an hour in total during meal time. Children were put in the high chair/meal table 11 minutes prior to breakfast being served. Children were waiting in the high chairs/meal table for 26 minutes after they were done eating while a staff member cleaned/mopped the floor, changed children's diapers and put children's clothes back on. The children had nothing to do before or after eating while sitting within the high chair/meal tables.</p>	Review with infant teachers to follow accurate feeding and "wait" procedures.	immediate	

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9	<p>251.07(3)(a)5. Indoor Equipment - Intended Use</p> <p>Description: Based on a complaint and video observation Two bouncers within the Finches classroom were not used according to manufactures instructions on 9/27/24 when a child who is 6m 3 days was using bouncers recommended for only 6 months old.</p> <p>The bouncers were used within the classroom of all ages until licensing informed the program 10/22/24 of the manufacturers recommendations. The classroom age ranged from 6m-1yr</p>	<p>label all furniture and devices with Manufacturer's age requirements (visible labels to teachers)</p>	2/12/25	
10	<p>251.07(6)(i)1. Washing Child's Hands & Face</p> <p>Description: Based on a complaint it was observed through video footage on 9/27/24 a child care worker within the finches classroom failed to wash the children's hands after diaper changes. This occurred after every diaper change.</p> <p>Repeat violation: Previously cited on 7/18/2024</p>	<p>Reviewed hand-washing and diapering procedures with infant teachers + floats</p>	Immediate	
11	<p>251.07(6)(i)2. Adult Handwashing</p> <p>Description: Based on a complaint it was observed through video footage on 9/27/24 the child care worker failed to wash their hands after diaper changes. Gloves were used during the diaper change but hands were not washed after the removal of gloves. This occurred during every diaper change.</p> <p>Repeat violation: Previously cited on 7/18/2024</p>	<p>Reviewed hand washing and diapering procedures with infant teachers + floats</p>	Immediate	

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12 251.09(1)(L) Infant & Toddler - Soft Materials In Cribs Description: It was observed through video footage a stuffed animal was placed within a crib on 9/27/24 in the humming birds classroom while a child under the age of one was sleeping. -	*add-on: hang sacks on wall to eliminate items in crib Private conversations with infant staff on health + safety. Director to perform checks.	02/21/25 Immediate	
13 251.09(2)(bm) Infant & Toddler - Sleep Position Description: It was observed through video footage on 9/27/24 an Infant slept in a bouncer the entire time during the following nap periods 12:12pm-1:14pm and 3:32pm-4:00pm. The infant was not moved to a crib.	private conversation with infant staff on safety and sleeping procedures. Director to perform checks.	immediate	
14 251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection Description: Based on a complaint it was observed through video footage on 9/27/24 the child care worker failed to sanitize the diaper changing surface after ever diaper change. A child was changed right after another. Repeat violation: Previously cited on 7/18/2024, 12/28/2023	health + safety diapering / toileting review at February staff meeting	02/06/25	

NAME - Agency Worker
Cassandra Debauche

Date Issued
1/30/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

2/12/25