

<b>Date Correction Plan Due</b> 8/1/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 262-446-7800
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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 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**  
Frances Circle Of Life Cc Center  
**Provider Number / Facility ID Number**  
9000592729 / 001 - 2007853

**Address - Facility (Street, City, State, Zip Code)**  
6150 W Fond Du Lac Ave Milwaukee WI 532185600  
**Telephone Number**  
414-698-5679  
**Date - Regulation Visit**  
7/10/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.04(6)(a)8.a. <b>Child Record - Physical Exam - Under 2</b>  Description: Child 2 does not have documentation of an initial health examination report within 3 months after Child 2 was admitted to the center.	I will make sure i keep a track on that she is working on her file and if will be done	7/11/15	
2 251.05(2)(a)1. <b>Staff Record - Personal Information</b>  Description: Staff B does not have documentation in the staff record of education and previous work experience in child care, including the reason for leaving previous positions.		7/11/25	

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3 251.05(3)(c) Cardiopulmonary Resuscitation Training  Description: Staff B does not have documentation of a certificate of completion in infant and child CPR and AED use within 3 months after Staff B began working at the center.	She is working on her file	7/11/25	
4 251.05(3)(cm) Child Abuse & Neglect - Biennial Training  Description: Staff B does not have documentation biennial training on child abuse & neglect reporting requirements within one week after beginning to work with children at the center.	She has completed this course	7/11/25	
5 251.05(4)(a) Staff Orientation - Develop, Implement, Document  Description: Staff B does not have documentation of a written orientation program within Staff B's first week at the center.  Repeat violation: Previously cited on 2/20/2025	It's done	7/11/25	

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<p>6</p> <p>251.055(1)(a) Supervision Of Children</p> <p>Description: A 2 year old left the infant room through an exit door into a lobby without the knowledge of the assigned child care provider. The licenser notified the provider who then went to get the child.</p> <p>A child under 2 years old was observed playing with a broom handle with no broom attached to it. This broom handle was taken away from the child during the visit.</p>	<p>if has been another teacher add to the room she was just off that day so it has been correction</p>	<p>7/11/25</p>	
<p>7</p> <p>251.06(2)(a) Potential Source Of Harm On Premises</p> <p>Description: A pencil sharpener was observed on the floor of infant room with a sharpening blade inside of it.</p> <p>A cigarette butt and a plastic piece to a cigar were observed inside of the outdoor play space accessible to children.</p> <p>Repeat violation: Previously cited on 2/20/2025</p>	<p>The pencil sharpener was put away</p>	<p>7/10/25</p>	
<p>8</p> <p>251.06(2)(d) Access To Materials Potentially Harmful To Children</p> <p>Description: A bottle of disinfectant cleaner was observed on a shelf accessible to children in the classroom. This was placed out of reach of children during the visit.</p>	<p>I was cleaning the changing table. I had removed it</p>	<p>7/10/25</p>	

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9 251.06(2)(gm) <b>Premises - Well Drained, Clean, In Good Repair</b> Description: Standing brown water was observed inside of two toys in the outdoor play space. In the school age room there is a wall vent that is broken and missing several pieces.	If was correction the same Day.	7/10/25	
10 251.06(4)(d) <b>Exits &amp; Passageways - Unobstructed, Minimum Width</b> Description: A pack n play was observed blocking the exit door in the infant room. Repeat violation: Previously cited on 2/20/2025	I put it there so the baby wouldnt go back but there cause he didnt that before but it	7/10/25	
11 251.07(3)(i) <b>Cleanliness Of Furnishings, Toys, Equipment</b> Description: There is a hole in a pillow in the school age room with stuffing coming out of it. This makes the pillow not easily cleanable.	I throw it in Garbage	7/10/25	

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12 251.07(5)(a)5.a. Menus - Post Description: The menu posted in the kitchen and on the parent board are from 06/22/25-06/28/25. Repeat violation: Previously cited on 2/20/2025			Posted by Menus	7/10/25	
13 251.07(6)(f)1.a. Medication Administration - Parent Authorization Description: There is no parent authorization for a children's Tylenol stored at the center.			I sent it back <del>with</del> with the child after I found but who it was	7/10/25	
14 251.07(6)(f)1.b. Medication Administration - Containers & Labeling Description: A bottle of children's Tylenol being stored at the center is not labeled with the child's name.			One of the teacher brought it to me And I put it up but it had been Correction	7/11/25	
15 251.08(3)(c) Information In Vehicle - Route And Stops Description: Routes and stops are not kept at the center while the transportation van is being used. Repeat violation: Previously cited on 2/20/2025			Because I was told I only needed it on the van but I <sup>needed</sup> Correction	7/11/25	

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16 251.08(5)(b) Vehicle Inspection Report Description: There is no annual vehicle inspection report for a new vehicle being used by the center to transport children. A vehicle inspection form for this vehicle was received via email on 07/14/25.	I had it filled out and done	7/14/25	
17 251.08(8)(a) Vehicle Safety Alarm - Installed Description: There is no child safety vehicle alarm installed in a van being used by the center to transport children. The licensee provided documentation of vehicle alarm installation via email on 07/14/25.	I had just got the van but it's done	7/14/25	
18 251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Changes in development and routines for Child 1 and Child 2 are not documented every 3 months based on a conversation with the parent.	Complete	7/13/25	

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19 251.09(1)(j) Infant & Toddler - Crib Mattresses & Coverings Description: A pack n play was observed in the infant room with a mattress covering that does not fit snugly over the mattress.	I fixed it Already	7/11/25	

NAME - Agency Worker  
Daniel Noel, Luzdarys Marquez

Date Issued  
7/16/2025

SIGNATURE - Certified Operator or Designee / Licensee of Designee

DCF-F-CFS0294-E (R.06/2011)

Date Signed

7/20/2025