

<b>Date Correction Plan Due</b> 5/24/2024	<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> Ahuco Head Start Center		<b>Provider Number / Facility ID Number</b> 1000556721 / 003 - 520372	
<b>Address - Facility (Street, City, State, Zip Code)</b> 321 Epoch Rd Tomah WI 54660		<b>Telephone Number</b> 608-372-6669	<b>Date - Regulation Visit</b> 4/18/2024
<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1 251.04(6)(a)8.b. <b>Child Record - Physical Exam - Over 2, Under 5</b>  Description: Each child 2 years of age and under age 5 shall have an initial health examination not more than one year prior to nor later than 3 months after being admitted to the center. Child #2 has been in care for more than 3 months and did not have a child health report on file.  Repeat violation: Previously cited on 5/12/2022	<div style="text-align: center;">                     Received State of Wisconsin                       MAY 13 2024                       DCF DECE BECR WRO                 </div> <p><i>As a Head Start Program we continue to work w/ families and our Health dept to obtain physical exams and do assist in establishing medical homes. However, per Head Start rules we cannot expel, deny enrollment, or deny services to children who don't have the exams, nor can we 'disenroll' a child who does not get them in, in the allotted time frame or ever.</i></p>		

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2	<p>251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b></p> <p>Description: The file for Staff A did not contain documentation of a physical examination report completed within 12 months before or within 30 days after beginning work with children in care, indicating the person is free from illness detrimental to children, including tuberculosis, and physically able to work with young children.</p> <p>Repeat violation: Previously cited on 5/10/2023, 5/12/2022</p>	<p>Please see the attached documentation of this employees work physical is dated 8/18/2022.</p>	8/18/2022	
3	<p>251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b></p> <p>Description: Staff B was missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.</p> <p>Repeat violation: Previously cited on 5/10/2023, 5/12/2022</p>	<p>Confidential in the response speaks directly to a health situation of a confidential note and cannot be posted. You will find a comment attached that will not be posted.</p>		
4	<p>251.05(3)(gr)3.a. <b>Meal Prep Personnel - Training</b></p> <p>Description: Rule states meal preparation personnel who help prepare meals shall document annual training of at least 1 hour in kitchen sanitation, food handling and nutrition. Contrary to rule there was no documentation of this annual training for Staff B, a meal preparation personnel staff member who prepares meals.</p>	<p>As above</p>		

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5	<p>251.06(6)(b)1.a. Private Well - Annual Bacteria Test</p> <p>Description: Annual water test for bacteria levels required for a private well were not completed on the center's well during 2023. The last test results on file for the center were from 9/15/2022.</p>	<p>The test was completed and submitted 4/24/2024, you will find it attached. An August testing schedule is being established.</p>	4/24/2024	
6	<p>251.06(6)(b)2.a. Private Well - Annual Nitrate Test</p> <p>Description: Annual water test for Nitrate levels required for a private well were not completed on the center's well during 2023. The last test results on file for the center were from 9/15/2022.</p>	<p>The test was completed 4/29/2024. You will find it attached. An August testing schedule is being established.</p>	4/29/2024	
7	<p>251.06(6)(b)3.a. Private Well - Lead Test</p> <p>Description: Documentation of the test results for lead levels required for a private well was not available to the Licensor at the time of the monitoring visit. Lead tests are required every 5 years per the Safe Drinking Water requirements through the DNR. The last lead test results on file for this center was in 2009.</p>	<p>This test was completed and submitted 4/24/2024.</p>	4/24/2024	

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8 251.07(6)(dm)3.c <b>Medical Log - Medication Administration</b>  Description: Medication dispensed to a child in December 2023 was not recorded in the medical log book as is required by rule.	On May 17 there is an in-service training/meeting and this will be addressed to ensure implementation there of.	5/17/2024	
9 251.07(6)(dm)4. <b>Medical Log - Reviewing Injury Records</b>  Description: An inspection of the medical log book revealed the log hasn't been reviewed every 6 months as required by rule.	The regular <sup>required</sup> inspection of the medical log book (emog) will be addressed to the responsible party and will be addressed @ the May 17 training for the benefit of all staff as a reminder.	5/17/2024	
10 251.07(6)(f)1.b. <b>Medication Administration - Containers &amp; Labeling</b>  Description: Medicated over-the-counter lotion in the medical box was not labeled with a child's name. Per rule, medication is required to be labeled with the child's name.	No medication/lotion will be present @ the center if it is not labeled w/ the child's name. Said medication will be removed until it is properly labeled.	5/15/2024	
11 251.07(6)(f)6. <b>Current Authorizations For Medications On Premises</b>  Description: The center did not have a current parent authorization form for one child's prescription medication. A current medical authorization from the parent is required when medication is kept on the daycare premises. In addition, the medication itself had expired in February.	Staff are aware of the medication parent authorization re: prescription medications. Reminders will be provided regarding who do all staff on May 17, 2024. All expired meds will be removed from the premises.	5/17/2024	

while this is the case we were advised by our 1st Aide trainer that expired is better than nothing when it comes to life saving measures

All new ones are now on site

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<b>Noncompliance Statement</b>			

**NAME - Agency Worker**  
Jennifer Stubbe

**Date Issued**  
5/10/2024

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

*Samuel Sackelmaier*

**Date Signed**

5/13/2024