

Date Correction Plan Due 3/14/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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)(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 Library Square School Cdc		Provider Number / Facility ID Number 1000 58021 / 002 - 1011729		
Address - Facility (Street, City, State, Zip Code) 5900 7Th Ave Kenosha WI 53140		Telephone Number 262-656-1957	Date - Regulation Visit 2/20/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.07(6)(dm)3.c Medical Log - Medication Administration Description: Medication dispensed to a child on 2-8-24 was not logged in the medical log book in the 1 year old classroom.	Met with all staff on 2/26/24 to go over the correct procedure for administering Tylenol. Staff must sign the medicine form AS WELL AS the medical Log book at the time of administration.	2/26/24	
2	251.07(6)(f)1.a. Medication Administration - Parent Authorization Description: Parents did not include the length of time or intervals for medication to be administered to children in their written authorizations.	Met with all staff to retrain how the correct medicine form needs to be filled out. With precise dates in the date column. The forms at the center were updated to be correctly filled out by the parents.	2/26/24	

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3	<p>251.07(6)(f)6. Current Authorizations For Medications On Premises</p> <p>Description: Infants Tylenol is kept at the center without a current medication administration authorization from parents.</p> <p>Repeat violation: Previously cited on 1/12/2023</p>	<p>All Tylenol was sent home with families on 2/26/24. Parents were informed that we can not keep Tylenol on site unless the child was actively using the medication with a current Medicine form on file.</p>	2/26/24	
4	<p>251.09(4)(a)10. Infant & Toddler - Diapering Lotions, Powders, Salves</p> <p>Description: Directions for usage of diaper changing creams are not posted in the diaper changing area.</p>	<p>New Diaper cream and lotion forms were created on 2/21/24. These forms state the name brand of the diaper cream with exact instructions on how and when to apply to the child's diaper area. The forms are signed by the parents and posted by the diaper changing area.</p>	2/22/24	

Charlene Langsdorf, Jennifer Brees

SIGNATURE - Certified Operator or Designee / Licensee or Designee



2/29/2024

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Date Signed

