

<b>Date Correction Plan Due</b> 8/17/2023	<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)(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> Ymca Day Camp At Lincoln Park		<b>Provider Number / Facility ID Number</b> 1000558721 / 105 - 1009209		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1301 W Hampton Ave Glendale WI 532096531		<b>Telephone Number</b> 414-662-4297	<b>Date - Regulation Visit</b> 7/27/2023	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	252.41(1)(L)1 a <b>Monitoring Results Posted</b>  Description The most recent monitoring results were not posted.	Results will be revised and posted	7/31/23	
2	252.41(4)(a)1.a <b>Child Record - Enrollment Information</b>  Description The emergency contact listed for child 6 did not have a phone number or email listed.	Information will be updated.	7/31/23	

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3	252.41(4)(a)2 <b>Child Record - Emergency Medical Consent</b>  Description: Children 2, 3, and 6 did not have permission from the parent for emergency medical treatment on file	Form has been sent out to be updated.	7/31/23
4	252 41(4)(a)4. <b>Child Record - Field Trip Authorization</b>  Description: Children 2, 3, and 6 did not have field trip and transportation permission on file	Field trip Form has been signed and added to Child Files for children 2, 3, and 6.	7/31/23
5	252 41(4)(a)6.d. <b>Child Record - Health History - Medical Contact</b>  Description: Child 4, 5, and 6 did not have a physician or medical facility listed.	Families will be contacted and request any missing information.	7/31/23
6	252 41(4)(a)6m. <b>Child Record - Immunization History</b>  Description: Children 2-5 were missing documentation of immunizations	Immunization Records have been collected and added to Child Files.	7/31/23

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7	252 41(4)(a)8. Child Record - Swimming Ability Assessment  Description Children 1, 4, and 5 were missing documentation of swimming ability assessment	Swimming Ability will be added to child files.	7/31/23	
8	252 42(1)(a)1. Staff File - Personal Information  Description. Staff C was missing information found in a staff record form.	Staff record form has been filled and added to Staff Files.	7/31/23	
9	252 42(1)(a)4 Staff File - Pre-Camp Training  Description Staff C did not have documentation of having completed pre-camp training  Repeat violation: Previously cited on 7/27/2021	Pre-camp Training form will be added to staff C, Staff File.	7/31/23	
10	252 42(2)(b)2 Camp Director - Age & Experience / Education  Description The identified camp director did not have documentation of qualifications on file.  Repeat violation: Previously cited on 8/1/2022	Documentation has been added for staff member.	7/31/23	



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11	<p>252 42(3)(e) Cardiopulmonary Resuscitation Training</p> <p>Description Staff B did not have documentation of CPR training on file. Staff A, D, and E had adult CPR training only.</p> <p>Repeat violation Previously cited on 7/27/2021</p>	<p>CPR Certificate has been updated and added to Staff Files</p>	<p>7/31/23</p>
12	<p>252 425(1)(b) Child Tracking Procedure</p> <p>Description Tracking was not accurate at the start of the visit Two groups did not have tracking implemented when sixteen children were in care, but were not tracked by staff Another group had 11 children in care with 10 children documented on tracking</p> <p>A warning letter was issued on August 11, 2022.</p> <p>Repeat violation Previously cited on 8/1/2022, 6/29/2022, 8/13/2021</p>	<p>Camp staff have been trained again on Tracking.</p> <p>Counselors will be tracking by using the daily Hackett Sheet.</p>	<p>7/28/23</p>
13	<p>252 44(5)(d)1 Menus - Posted &amp; Accessible</p> <p>Description No breakfast or snack menus were posted for July.</p> <p>Repeat violation Previously cited on 8/1/2022, 7/27/2021</p>	<p>Menus have been Posted.</p> <p>All menus are up to date.</p>	<p>7/28/23</p>

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14	252 44(6)(e)4. Medication Storage - Current Authorization  Description: A medication did not have an authorization.	Authorization form has been sent out	8/19/23
15	252.44(6)(e)5 Authorization For Child To Carry Medication  Description: Two inhaler carried by children over the age of 7, did not have authorizations from the parent and physician allowing the child to carry the inhaler	Forms have been sent out to Families to fill out.	8/19/23

NAME - Agency Worker  
Cindy Matuszak

Date Issued  
8/3/2023

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Diego Flores

8/18/23