

Date Correction Plan Due 5/6/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	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)(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 Ymca Sacc At Mount Olive		Provider Number / Facility ID Number 1000558721 / 203 - 2006096		
Address - Facility (Street, City, State, Zip Code) 5301 W Washington Blvd Milwaukee WI 532081708		Telephone Number 414-380-1848	Date - Regulation Visit 4/11/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(c) <b>Report - Change In Administrator Or Center Director</b>  Description: The center did not report a change in director within 30 days of the change.	An updated document with current Center Director will be provided.	5/20/24	5/20/24
2	251.04(6)(a)1. <b>Child Record - Enrollment Information</b>  Description: Child 6's birthdate was not included on the enrollment information or other completed documents. Child 7's enrollment information did not include a physician or physician contact information.  Repeat violation: Previously cited on 8/28/2023, 10/25/2022	Child 6's birthdate will be entered on Child's record. Child 7's physician information will be entered on the Child's record.	5/31/24	

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3	251.04(6)(a)6m. <b>Child Record - Immunization History</b>  Description: Children 1, 2, 4, 5 and 7 did not have immunizations available for review.  Repeat violation: Previously cited on 5/3/2023, 2/27/2023, 10/25/2022	An immunization history will be collected for child 1, 2, 4, 5 & 7	5/31/2024	
4	251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b>  Description: Staff A did not have documentation of a physical exam available for review.  Repeat violation: Previously cited on 5/3/2023	Staff A will complete a physical examination within 30 days of hire. Staff A will submit for review.	5/31/2024	
5	251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b>  Description: Staff hours were not accurate when a staff person had not signed out on 4/10/24.	Staff will be coached on the importance of signing in and out for every shift.	5/31/2024	
6	251.07(1)(a) <b>Written Program Of Activities</b>  Description: A current written program of activities was not available when the posted plan was from January 2024.	A current written program of activities will be posted each week. Staff will be coached on required	5/31/2024	

postings

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Ymca Sacc At Mount Olive		1000558721 / 203 - 2006098		
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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
7	251.094(5)(c)2. <b>School-Age Group Leader - High School Or Equivalent</b>  Description: Staff D did not have documentation of a high school diploma on file.	Staff will have proper documentation of education in staff file	5/31/2024	
8	251.094(5)(c)3. <b>School-Age Group Leader - Training</b>  Description: Staff D, listed as being a group leader on the orientation, did not have documentation of having completed an approved course within six months.  Repeat violation: Previously cited on 8/28/2023	Staff will have proper orientation training and approved course work for position within the six months.	5/31/2024	
9	251.095(2m)(c) <b>School-Age Care - Supervision Of Group Of Children</b>  Description: On April 8, 2024, children were not supervised by a school-age program leader from 2:40 p.m. until 3:00 p.m. and from 4:35 p.m. until 5:50 p.m.	Children will be supervised by qualified staff.	5/31/2024	
10	251.095(2m)(d) <b>School-Age Care - Group Leader Supervision For 45 Minutes</b>  Description: On April 8, 2024 an unqualified school-age group leader provided sole supervision for more than 45 minutes.	Group leader will be supervised by qualified group leader.	5/31/2024	

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NAME - Agency Worker  
Cindy Matuszek

Date Issued  
4/22/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

5/13/2024