

Date Correction Plan Due 8/19/2024	<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.

<b>Name - Certified Operator / Licensed Center</b>		<b>Provider Number / Facility ID Number</b>	
Ymca Day Camp At Lincoln Park		1000558721 / 105 - 1009209	
<b>Address - Facility (Street, City, State, Zip Code)</b>		<b>Telephone Number</b>	<b>Date - Regulation Visit</b>
1301 W Hampton Ave Glendale WI 532096531		414-357-1949	7/9/2024
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>
1	252.41(4)(a)6.f. <b>Child Record - Health History - Medical Condition Symptoms</b>  Description: Child 1, listed as having asthma, did not have documentation of additional information from the parent, including triggers, signs and symptoms to watch for, steps a worker should follow, and when to call the parent.	Child file has been updated for camper 1	7-11-2024
2	252.42(1)(a)4. <b>Staff File - Pre-Camp Training</b>  Description: Staff A, B, and F did not have documentation on file of pre camp training.  Repeat violation: Previously cited on 7/27/2023	Pre camp training has been completed and Ready for viewing	7-10-2024

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3 252.42(1)(a)5. <b>Staff File - Days &amp; Hours Worked</b>  Description: Staff days and hours when counted in ratio was not available for review.	Staff days and <del>all</del> hour counted in <del>ratio</del> are at site for viewing	7-10-2024	
4 252.42(1)(a)6. <b>Staff File - High School Diploma Or Equivalent</b>  Description: Staff A and E did not have documentation of a high school diploma or GED on file.	Staff A + E high school Diploma is on site. <del>Staff</del>	7-24-2024	
5 252.42(3)(a)13. <b>Pre-Camp Training - Abusive Head Trauma</b>  Description: Staff E did not have documentation of abusive head trauma prevention training on file.	Staff E Abusive head trauma is in file and ready for viewing	7-10-24	
6 252.42(3)(e) <b>Cardiopulmonary Resuscitation Training</b>  Description: Staff A and C did not have documentation of CPR training on file.  Repeat violation: Previously cited on 7/27/2023	Staff A + C CPR training is in file and ready for viewing	7-10-24	

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7 252.425(1)(a) <b>Supervision Of Children</b>  Description: Children walking back from an activity near the river were not supervised when they ran ahead of the assigned counselor. The children were not in view of the counselor.  Repeat violation: Previously cited on 8/1/2022	Supervision was reviewed and checked Daily at camp	7-10-2024	
8 252.425(1)(b) <b>Child Tracking Procedure</b>  Description: Tracking was not accurate with the older group of children when 15 children were in care, but 14 children were being tracked via buddy tags. The paper tracking was not being utilized.  Repeat violation: Previously cited on 7/27/2023, 8/1/2022	Tracking was reviewed and monitored through out the day at camp	7-10-24	
9 252.44(5)(d)1. <b>Menus - Posted &amp; Accessible</b>  Description: The posted menus were from June.  Repeat violation: Previously cited on 7/27/2023, 8/1/2022	Menus were updated	7-9-24	
10 252.44(6)(g)4. <b>Medical Log - Review</b>  Description: The medical log book did not have documentation of a review being completed in June.	med log was reviewed at Audited	7-9-24	

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<b>Noncompliance Statement</b>			

**NAME - Agency Worker**  
Cindy Matuszak

**Date Issued**  
8/5/2024

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

**Date Signed**

8-13-24