

Date Correction Plan Due 8/22/2024	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)(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 Wilson Park Ymca Day Camp		Provider Number / Facility ID Number 1000558721 / 064 - 1002603		
Address - Facility (Street, City, State, Zip Code) 1601 W Howard Ave Milwaukee WI 53221		Telephone Number 414-357-1951	Date - Regulation Visit 7/19/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>252.07(3)(b) Annual Training - Child Abuse & Neglect</p> <p>Description: Staff B and E did not have documentation of current training in child abuse and neglect laws, reporting, or identification on file.</p> <p>Repeat violation: Previously cited on 6/23/2023</p>	<p>Staff B + E had child abuse and neglect law training. Documentation is in staff files</p>	7-23-2024	
2	<p>252.41(4)(a)6.f. Child Record - Health History - Medical Condition Symptoms</p> <p>Description: Child 7 did not have documentation of additional information needed when identifying a health condition including, triggers that may cause a problem, signs or symptoms to watch for, steps a counselor should follow, and when to call a parent.</p> <p>Repeat violation: Previously cited on 6/23/2023</p>	<p>Child 7 documentation of additional information has been updated for viewing</p>	7-24-2024	

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3 252.42(1)(a)1. Staff File - Personal Information Description: Staff A and E did not have documentation of personal information on file including address, date of birth, education, and previous positions.	Staff A + E Personal information was update in Staff file and IS Ready for viewing	7-23-2024	
4 252.42(1)(a)2. Staff File - Training & Certifications Description: Staff E did not have documentation of abusive head trauma training on file.	Staff E documentation abusive head trauma training is in file and Ready for viewing	7-23-2024	
5 252.42(1)(a)6. Staff File - High School Diploma Or Equivalent Description: Staff D and E did not have documentation of a high school diploma or equivalent on file.	Staff D + E have documentation of high school diploma in Staff file	7-23-2024	
6 252.42(1)(b) Staff Emergency Contact Information At Base Camp Description: Staff A did not have emergency contact information at the camp.	Staff A has emergency contact information at camp in Staff AIP	7-23-2024	

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7 252.425(1)(b) Child Tracking Procedure Description: Tracking was not accurate on the day of the visit when one group had 12 children in care, but 10 children were documented on tracking.	Tracking was reviewed at weekly staff meeting and checked throughout the day	7-23-2024	
8 252.44(6)(e)1.a. Medication Administration - Parental Authorization Description: Two medications at the center did not have written authorizations from the parent on file.	Medication at camp have written authorization on file from parents	7-22-2024	
9 252.44(6)(g)4. Medical Log - Review Description: The medical log book did not have documentation of a review completed monthly.	Med Log was reviewed after visits	7-22-2024	
10 252.44(6)(i)5. Wet Or Soiled Clothing & Diapers Description: A child was not changed promptly after reporting having soiled pants.	Procedures were reviewed with all staff about what to do with a child after they soiled themselves	7-23-2024	

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NAME - Agency Worker
Cindy Matuszak

Date Issued
8/8/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

9-15-2024