

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

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 Provider Number / Facility ID Number

Ymca Sacc At Rite Hite 1000558721 / 080 - 1005764

Address - Facility (Street, City, State, Zip Code) Telephone Number
9250 N Green Bay Rd Brown Deer WI 532091104 414-357-1915

Date - Regulation Visit
9/29/2025

#	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.04(2)(k) License Posted & Visible</p> <p>Description: The child care licensee is not posted near the entrance or in some other conspicuous area of the center that is visible to the public. The license for the school day out program that is currently operating is not posted. A license for a summer day camp program operated by Rite-Hite is instead posted.</p>	<p>Updated license was placed for viewing.</p>	<p>September 29th, 2025</p>	
2	<p>251.04(6)(a)6. Child Record - Health History</p> <p>Description: Health history and emergency care plan information on file for a child with a food allergy is incomplete. The information does not specify "signs or symptoms to watch for."</p>	<p>Child registration from was updated on site with the correct food allergy information.</p>	<p>September 29th, 2025</p>	

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3 251.05(3)(b) Abusive Head Trauma Prevention Training Description: Per the report of Staff A and per a review of the Wisconsin Registry website, Staff A has not completed Abusive Head Trauma Prevention training and he is observed caring for a child under the age of 5 during the monitoring visit.	Staff A has completed Abusive Head trauma training and documentation is on site for viewing.		
4 251.05(4)(a) Staff Orientation - Develop, Implement, Document Description: Staff B has not completed and documented a written orientation within their first week at the center. The orientation on file for Staff B is for a summer day camp program, not a licensed child care program and therefore the orientation does not contain all required components.	Staff completed orientation documentation and is in the staff file on site for viewing.		
5 251.055(1)(f) Child Tracking Procedure Description: Staff A failed to take a form of child tracking, either paper (tracking clipboard) or electronic (center IPAD), when he left the classroom to take the three children in care to the bathroom. Repeat violation: Previously cited on 3/27/2024.	Tracking procedures were reviewed with all staff and is monitored throughout the program day.		

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6 251.07(3)(a)1. Indoor Equipment - Developmental Level, Size Description: The play equipment available for the ages served by the program (up to age 13) and for a group of three children (ages 4, 6, 9) in care is not scaled to the developmental level; size and ability of the children.	Play equipment has been updated for all licensed ages at the center.	Oct 1st, 2025	
7 251.07(6)(dm)2. Medical Log - Pages & Entries Description: The pages of the medical log book are numbered to Page 187 rather than numbered to the end of the book as required.	Med log was updated day of to reflect the number of pages in the med log.	September 29th, 2025	
8 251.09(4)(c) School-Age Program Leader - Training Description: Per discussion with Staff A and per a review of the the Wisconsin Registry, Staff A has not completed the required training for his position of School-Age Program leader. Staff A is alone caring for children during the monitoring visit.	Staff A registry was updated.	Oct 7th, 2025	

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<p>9 251.095(2m)(c) School-Age Care - Supervision Of Group Of Children Description: At least one school-age program leader or child care teacher is not supervising each group of school-age children during the monitoring visit when Staff A is the sole staff member supervising a group of 3 school-age children in care.</p>	<p>School Age program leaders supervision was reviewed by all staff and is followed during program hours.</p>	<p>Oct 2nd, 2025</p>	
<p>10 251.095(5m)(b)3. School-Age Care Modifications - Staff File Available Within 2 Hours Description: A staff file for Staff A was not available for review either paper or electronically within 2 hours.</p>	<p>Staff A staff file is now on site. Staff that are working in program, their staff files will be ready for review during program hours.</p>	<p>Oct 7th, 2025</p>	

NAME - Agency Worker
Maureen Ståten

Date Issued
10/6/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

10-20-2025