

Date Correction Plan Due 12/5/2025	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 VIP Child Care Services Llc		Provider Number / Facility ID Number 3000571953 / 001 - 1004492	
Address - Facility (Street, City, State, Zip Code) 2301-07 W Capitol Dr Milwaukee WI 53206		Telephone Number 414-871-8704	Date - Regulation Visit 11/6/2025
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Child 1, under the age of two, did not have documentation of a physical exam completed within the previous six months.	She has forms, but not in baby's given name. I told her to bring what she has so at least there will be something in the file.	11/6/2024	

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STATE OF WISCONSIN

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Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
VIP Child Care Services Llc		3000571963 / 001 - 100482		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
2301-07 W Capitol Dr Milwaukee WI 53206		414-871-6704	11/8/2025	
Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
2	<p>251.055(1)(a) Supervision Of Children</p> <p>Description: During the visit staff did not provide sight supervision of two children when the children were left in high chairs in the infant room while the staff person went to get food from the kitchen. Supervision was not sufficient to ensure safety when a staff person sat outside the closed gate of the infant room, leaving two children alone in the infant room. A child climbed up on a rocking chair and the rocking chair was knocked over. The staff person was not close enough to guide the child's behavior.</p> <p>Repeat violation: Previously cited on 10/29/2024</p>	<p>In The future, I will take children with me when I need to leave for a few leave for a few seconds. They would like that anyway.</p>	11/6/25	
3	<p>251.08(11)(b)5. Outdoor Play Space - Energy-Absorbing Surfaces</p> <p>Description: There was not nine inches of energy absorbing material under the slides in the outdoor play space.</p> <p>Repeat violation: Previously cited on 11/7/2023</p>	<p>I will rake material from another area in the yard and pack it under the slide. Later, I will get more.</p>	3/2026	
4	<p>251.06(9)(d)2.e. Food Storage - Dry Food</p> <p>Description: Opened crackers in the infant room fridge were not stored in sealed food grade containers.</p>	<p>There is already a container inside for crackers. I placed a covered large bowl inside for others.</p>	11/6/2025	

<p>1. The first part of the document is a list of names and addresses of the members of the committee.</p>	<p>2. The second part of the document is a list of names and addresses of the members of the committee.</p>	<p>3. The third part of the document is a list of names and addresses of the members of the committee.</p>	<p>4. The fourth part of the document is a list of names and addresses of the members of the committee.</p>	<p>5. The fifth part of the document is a list of names and addresses of the members of the committee.</p>	<p>6. The sixth part of the document is a list of names and addresses of the members of the committee.</p>
<p>7. The seventh part of the document is a list of names and addresses of the members of the committee.</p>	<p>8. The eighth part of the document is a list of names and addresses of the members of the committee.</p>	<p>9. The ninth part of the document is a list of names and addresses of the members of the committee.</p>	<p>10. The tenth part of the document is a list of names and addresses of the members of the committee.</p>	<p>11. The eleventh part of the document is a list of names and addresses of the members of the committee.</p>	<p>12. The twelfth part of the document is a list of names and addresses of the members of the committee.</p>
<p>13. The thirteenth part of the document is a list of names and addresses of the members of the committee.</p>	<p>14. The fourteenth part of the document is a list of names and addresses of the members of the committee.</p>	<p>15. The fifteenth part of the document is a list of names and addresses of the members of the committee.</p>	<p>16. The sixteenth part of the document is a list of names and addresses of the members of the committee.</p>	<p>17. The seventeenth part of the document is a list of names and addresses of the members of the committee.</p>	<p>18. The eighteenth part of the document is a list of names and addresses of the members of the committee.</p>

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Address - Facility (Street, City, State, Zip Code) 2301-07 W Capitol Dr Milwaukee WI 53206		Telephone Number 414-871-6704	Date - Regulation Visit 11/8/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
5	251.07(5)(a)4. Meals & Snacks - Minimum Meal Requirements Description: On the day of the visit, children were served only milk and noodles for lunch. The meal served did not meet USDA minimum meal requirements.	In the future, I will make sure they eat the USDA minimum meal requirements.	11/6/2024	
6	251.07(5)(a)5m. Menus - Repeating Description: The posted menu for the week had repeating food items. Salisbury steak and macaroni & cheese were listed for lunch on two days.	In 2024 I told you I had no children during the day to cook for. You said I had to make a menu anyway. In 2026 I will need to start menus for my one-year-olds. I will make sure nothing gets repeated.	1/2026	
7	251.07(8)(f)1.a. Medication Administration - Parent Authorization Description: An authorization for an inhaler at the center did not include a timeframe for the authorization. Repeat violation: Previously cited on 11/7/2023	In 2023, I passed the information for completing "Administering medication forms" to my staff. Going forward, I will make sure those instructions are followed.	11/6/2024	

NAME - Agency Worker
Cindy Matuszak

Date Issued
11/21/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Laurissa Sharkey

DCFP-CFS0204-E (R-06/2011)

