

Date Correction Plan Due
8/1/2019

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 Gan Ami Early Childhood Education		Provider Number / Facility ID Number 6000563776 / 001 - 220223		
Address - Facility (Street, City, State, Zip Code) 6255 N Santa Monica Blvd Whitefish Bay WI 53217		Telephone Number 414-964-4444	Date - Regulation Visit 7/16/2019	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(5)(a)4. Staff File - Physical Examination Report Description: Staff 3 does not have documentation of a completed Staff Health Report available for review. Repeat violation: Previously cited on 3/1/2019	<i>Dr. had forgotten to sign form; was corrected same day</i>	<i>7/16/2019</i>	
2	251.04(5)(a)7. Staff File - Shaken Baby Syndrome Prevention Training Description: Staff 2 does not have documentation available for Shaken Baby Training. Repeat violation: Previously cited on 3/1/2019	<i>Staff had taken class but was missing documentation. Staff retok class on 7/17/2019.</i>	<i>7/17/2019</i>	

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3	251.04(6)(a)1. Child Record - Enrollment Information Description: Child 8 (page 1) is missing emergency contact information on the enrollment form. A number of children have incomplete emergency contact information, authorized persons information or parent information on their enrollment forms.	Every family received a notice to correct forms. All forms are due 7/24/2019. Files will be audited by 8/22/2019 for any additional discrepancies.	8/22/2019	
4	251.06(9)(c)1. Safe Food Description: Infant formula had been opened and labeled with a name but not a date. Canister read, <input type="checkbox"/> use within one month of opening <input type="checkbox"/> .	Formula was received that morning and had not been labeled yet. Can was labeled immediately.	7/16/2019	
5	251.06(9)(d)1.b. Food Storage - Refrigeration Units Description: Two refrigerators were being maintained at 50 degrees when they should be maintained at 40 degrees or below.	Thermometers were moved to the back of refrigeration. They were rechecked 1 day later - all were below 40 degrees.	7/16/2019 - 7/17/2019	
6	251.07(6)(k)1. Health Examination - Children Under Age 2 Description: Child 9 and Child 10 (page 1), under the age of two, do not have updated health exams on file every six months.	Each family received a notice requesting updated forms. All forms are due 8/5/2019.	8/6/2019	

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7	<p>251.07(6)(k)2. Health Examination - Children Over Age 2</p> <p>Description: Child 2, child 3, child 4 (page 2) do not have updated health exams available for review within the last two years as required.</p>	Child 2 + 4 did have forms but they were in a filed bin, waiting to be filed. They are filed. Child 3 is leaving program as of 7/26/2019.	7/22/2019
8	<p>251.07(6)(k)3. Health Examination - Documentation</p> <p>Description: Child 10 (page 2) does not have a health exam available for review.</p>	Each family received a notice requesting this form. We have requested completion by 8/5/2019.	8/6/2019
9	<p>251.07(6)(L) Immunization Documentation</p> <p>Description: Child 10 (page 1) does not have documentation of immunizations available for review.</p>	Family has been notified. Will be completed by 8/5/2019.	8/6/2019
10	<p>251.09(4)(a)9. Infant & Toddler - Handwashing When Diapering</p> <p>Description: Child's hands, under the age of 1 year, were not washed after a diaper change</p>	All infant/toddler staff were retrained on handwashing on 7/17+7/18.	8/6/2019

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NAME - Certification Worker / Licensing Specialist
Mindi Sabljak, Mary Schultek

Date Issued
7/18/2019

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Mary Schultek

Date Signed
7/22/2019