

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

**TO FILE A COMPLAINT CALL**  
608-422-6765

**Date Correction Plan Due**  
8/23/2024

**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, 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   |                          |
|--|--|--|--------------------------|
| La Petite Academy Verona                           |  | 8000558368 / 022 - 1009019   |                          |
| Address - Facility (Street, City, State, Zip Code) |  | Telephone Number   | Date - Regulation Visit  |
| 220 Cross Country Rd Verona WI 53593               |  | 608-848-4769   | 7/31/2024                |
| Rule/Statute Number                                | Noncompliance Statement  | Correction Plan  | Expected Completion Date |
|  |  |  | Verification Date        |
| 1  | 251.05(2)(a)3.a.<br><b>Staff Record - Physical Examination</b><br><br>Description: Staff D did not have documentation of a physical examination report on file due within 30 days of start date.<br><br>Repeat violation: Previously cited on 4/4/2024, 8/9/2023, 10/24/2022   | We will be calling and making an appointment for Staff D. and make sure that the paperwork gets signed / turned in | 9/10/24                  |
| 2  | 251.05(3)(b)<br><b>Abusive Head Trauma Prevention Training</b><br><br>Description: Staff C did not have documentation on file of having completed Abusive Head Trauma Prevention training required prior to beginning to work with children under 5.<br><br>Repeat violation: Previously cited on 8/9/2023, 10/24/2022 | We will have Staff C step out of the room and complete the Abusive Head Trauma training & print the cert. off.     | 9/10/24                  |

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| 3<br>251.05(3)(cm)<br><b>Child Abuse &amp; Neglect - Biennial Training</b> | Description: Staff C did not have documentation on file of having completed Child Abuse and Neglect training required within one week after beginning work at the center.<br><br>Repeat violation: Previously cited on 4/4/2024, 8/9/2023     | At the same time we will have her (staff c) complete this training and turn in the cert.  | 9/10/24                  |
| 4<br>251.05(3)(f)3.<br><b>Child Care Teacher - Entry-Level Training</b>    | Description: Staff D did not have documentation of entry-level training courses to be a child care teacher prior to assuming the position.<br><br>Repeat violation: Previously cited on 4/4/2024, 8/9/2023, 10/24/2022                        | Staff D is taking courses necc. to become a lead teacher. the Assistant book is almost done & then we will be moving on to the leadbook                       | 9/20/24                  |
| 5<br>251.05(3)(g)1.<br><b>Assistant Child Care Teacher - Supervision</b>   | Description: Assistant child care teachers are regularly scheduled without supervision of a lead child care teacher, either by themselves or with another assistant child care teacher.<br><br>Repeat violation: Previously cited on 4/4/2024 | We are going to pay better attention to who's in the classrooms @ all times & for how long. we are also going to make sure everyone gets their qualifications | 9/13/24                  |

|   |  |   |   |
|---|--|---|---|
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| <b>Address - Facility (Street, City, State, Zip Code)</b><br>220 Cross Country Rd Verona WI 53593 |  | <b>Telephone Number</b><br>608-848-4769   | <b>Date - Regulation Visit</b><br>7/31/2024 |
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| 6   | 251.06(2)(gm)<br><b>Premises - Well Drained, Clean, In Good Repair</b><br><br>Description: The premises was not well drained and in good repair when large areas of carpeting and floors were soaked with water from an unknown leak in the basement causing slick floors in areas accessible to children.<br>Additionally, the fence post on the outdoor playground was coming loose from the concrete and leaning at an angle affecting the minimum required height and posing a hazard.<br><br>Repeat violation: Previously cited on 10/24/2022 | We contacted cap. and they put us in contact w/ who we needed to be talking w/ about the floors. This has been taken care of. They dug things up & are finding the leak situations. The fence we are still communicating about. | 9/20/24                                     |
|   |  |   | <b>Verification Date</b>                    |

**NAME - Agency Worker**  
 Sara Bossingham Obrien

**Date Issued**  
 8/9/2024

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

**Date Signed**

