

Date Correction Plan Due 9/25/2025	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)(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 Itty Bitty Kiddy City		Provider Number / Facility ID Number 2000583402 / 001 - 1012829	
Address - Facility (Street, City, State, Zip Code) 2602 W Linwal Ln Milwaukee WI 53209		Telephone Number 414-871-1543	Date - Regulation Visit 9/3/2025
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 250.04(3)(b) Report - Damage To Premises Description: Flood damage was not reported to the department within 24 hours after the occurrence.	IN FUTURE ALL OCCURRENCES WILL BE REPORTED WITHIN 24 hours	9/4/25	
2 250.04(6)(a)1.e. Child Record - Enrollment Information - Other Emergency Contact Description: The enrollment form for Child 2 lacked emergency contact information when a parent cannot be reached.	EMERGENCY CONTACT INFO WAS COMPLETED	9/6/25	

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3 250.04(6)(a)1.g Child Record - Enrollment Information - Authorized Pickup Description: The file for Child 1 was missing persons authorized to call for/receive the child.	Authorized Person was Added to Necessary Form.	9/6/25	
4 250.04(6)(a)1m. Child Record - Health History Description: There is no health history and emergency care plan on file for Child 2. Repeat violation: Previously cited on 9/10/2024	HEALTH HISTORY FORM COMPLETED	9/6/25	
5 250.04(6)(a)4.a. Child Record - Physical Exam - Under 2 Description: There is no record for Child 1 of having a physical exam in the past 6 months. The last exam was in October 2024.	PARENT SCHEDULE PHYSICAL EXAM FOR 9/30/25	9/30/25	
6 250.05(2)(c) Staff File - Days, Hours Worked Description: Based on a review of attendance records and staff hours, on 8/28/25 and 9/2/25, staff hours were not documented when children were in care.	Will document all hours worked for STAFF	9/4/25	

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7	<p>250.05(3)(e)2. Provider Training - Current Cpr Certificate</p> <p>Description: Staff A does not have documentation of a current CPR certificate on file. The most recent certificate expired April 2025.</p>	<p>CPR CLASS scheduled for 9/29/25</p>	9/29/25	
8	<p>250.05(3)(fm) Biennial Training - Child Abuse & Neglect</p> <p>Description: Staff A does not have documentation of a current biennial child abuse and neglect training. The training on file was taken August 2023.</p>	<p>TRAINING Completed 9/8/25</p>	9/8/25	
9	<p>250.06(2)(c) Access To Materials Potentially Harmful To Children</p> <p>Description: In the outdoor play space, a power washer, labeled keep away from children, a snowblower, and a grass trimmer was observed, accessible to children.</p> <p>Repeat violation: Previously cited on 9/10/2024</p>	<p>All ITEMS Removed From outdoor Area</p>	9/4/25	

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10	250.06(2)(e) Potential Source Of Harm On Premises Description: In the outdoor play space, broken toys and a plastic wagon with sharp edges and nightshade (a toxic plant) was observed and accessible to children. The bookshelf in the back bedroom has a broken shelf.	WAGON Removed From PLAY AREA, AND BOOK SHELF REPAIRED	9/8/25	
11	250.06(2)(k) Deteriorating Or Toxic Paint Description: Flaking paint was observed around the window in the outdoor play space. Repeat violation: Previously cited on 9/10/2024	FLAKING PAINT ON WINDOW REMOVED	9/11/25	
12	250.06(2)(m) Premises - Condition & Repair Description: The ceiling fan in the living room is missing a blade and in the outdoor play space, there is deteriorating wood on the soffit on the garage. Repeat violation: Previously cited on 9/10/2024	CEILING FAN blades REPLACED AND wood ON GARAGE REPLACED	9/11/25	

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13	250.06(7)(a)1. Exits - Unobstructed Description: The second exit (the door in the living room) is not free from obstructions. A variety of items, including a cooler and a fan, was observed.	EXIT TO door IS FREE FROM OBSTRUCTION	9/4/25	
14	250.06(9)(j) Meals & Snacks - Records Description: Records of meals and snacks served to children in August 2025 and on 9/2/25 was not available for review.	INTERNET BACK UP AND MEALS RECORDED AND AVAILABLE	9/4/25	

NAME - Agency Worker
Kristin Lange, Sara Cooney

Date Issued
9/10/2025

SIGNATURE - Certified Operator or Designee, Licensee or Designee

Date Signed



9/12/25