

<b>Date Correction Plan Due</b> 4/29/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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.

<b>Name - Certified Operator / Licensed Center</b> K's Play Days		<b>Provider Number / Facility ID Number</b> 6000585746 / 001 - 1015380	
<b>Address - Facility (Street, City, State, Zip Code)</b> 1300 Midway Rd Menasha WI 54952		<b>Telephone Number</b> 920-722-7102	<b>Date - Regulation Visit</b> 3/7/2024
<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1 251.04(4)(a)2.e. <b>Parent Notification - Inappropriate Child Guidance</b>  Description: The program failed to notify a parent immediately when their child was involved in an incident where a staff member provided inappropriate child guidance. The parent was notified eventually but not immediately.	A policy will be added to The hand-book, so everyone knows what protocol to follow.	June 3rd 2024 page 25	
2 251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: Based on record review on 3/7/24 according to the Staff Record Checklist Staff Member C failed to have current infant/child cpr on file.	Staff member C has been signed up for CPR.	June 3rd 2024	<del>June 3rd</del> 2024

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3 251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b>  Description: Based on record review on 3/7/24 according to the Staff Record Checklist Staff Member C, D, E, and F failed to have biennial child abuse and neglect on file.	All staff were signed up for an online Child Abuse & Neglect training.	June 3rd 2024	
4 251.06(2)(c) <b>Potentially Dangerous Items On Premises</b>  Description: Based on observation a vape pen was within the office on the desk during the hours of operation. The licensing specialist requested the staff member take it out of the building. The staff member put it within her car. The staff member stated it was found in her pocket and was clogging in so she just set it on the desk.	All staff were reminded that vapes are not allowed in the building. It must remain in their vehicle.	May 1st, 2024	
5 251.07(2)(e)1. <b>Prohibited Actions - Corporal Punishment</b>  Description: The program self reported that on 2/9/24, a child care worker used inappropriate child guidance. The worker swatted a one year old's hand when they were taking items off the shelf.	All staff were signed up for Child Abuse & Neglect. Child care worker will be monitored and taught proper ways to handle the situation.	June 3rd 2024	

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6	251.07(3)(b)2. <b>Equipment - Quantity For Indoors</b>  Description: Based on observation of the classrooms, there failed to be enough materials within the classroom for children to choose at least three different items. There was enough items for children to choose two items. More materials need to be added to the classrooms.	Teachers are working with youngstar to ensure there are plenty of options for the children to choose from.	July 1st 2024
7	251.07(6)(dm)4. <b>Medical Log - Reviewing Injury Records</b>  Description: Based on record review the program failed to review the medical log book every six months. The Last review date was 8/24/23.	Director has a reminder written on calendar to check these every 6 months.	May 1st, 2024
8	251.09(1)(c) <b>Infant &amp; Toddler - Documenting Changes In Development</b>  Description: Based on record review all of the children enrolled failed to have child intake forms updated every 3 months. The last update was November 2023.	Teacher has created a sign to know when intakes need to be signed again.	May 1st 2024

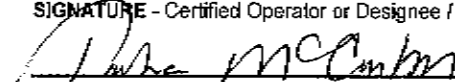
**NAME** - Agency Worker  
Cassandra Debauche

Date Issued  
4/15/2024

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

Date Signed

4/22/24

  
DCP-F-CFS0294-E (R.06/2011)