

<b>Date Correction Plan Due</b> 3/7/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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. 48.667. 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> Safe Haven Child Dev Center Llc	<b>Provider Number / Facility ID Number</b> 900588899 / 001 - 2000227
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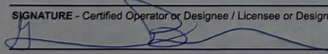
<b>Address - Facility (Street, City, State, Zip Code)</b> 4419 W North Ave Milwaukee WI 532081241	<b>Telephone Number</b> 414-449-4998	<b>Date - Regulation Visit</b> 2/4/2025
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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)6m. <b>Child Record - Immunization History</b> Description: Child 1, Child 2 and Child 4 were missing immunization records during the review.	Have contacted parent and parent made appointment	7/10/25	
2	251.04(6)(a)8.a. <b>Child Record - Physical Exam - Under 2</b> Description: Child 1 and Child 4 were missing a health report during review. Child 2 had an expired health report available for review at the time of the review.	Have contacted parent and parent made appointment	7/10/25	

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3 251.04(6)(a)3.b. <b>Child Record - Physical Exam - Over 2, Under 5</b>  Description: Child 2 was missing a health report during review.	Have contacted parent and parent made appointment	7/10/25	
4 251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: At the time of the monitoring visit, there were 4 children present and 3 children signed in on the attendance log.	meeting held and staff aware of importance of sign in/out of children before you take coats off sign in/out child meeting held staff made aware sign in/out children before coats removed or put on.	2/12/25	
5 251.055(1)(f) <b>Child Tracking Procedure</b>  Description: The tracking that was being implemented at the time of the monitoring visit failed. There were 4 children present on the attendance log (also used for tracking purposes) and there were 3 children signed in on the logs.  Repeat violation: Previously cited on 1/30/2024	meeting held staff made aware sign in/out children before coats removed or put on.	2/12/25	
6 251.06(2)(a) <b>Potential Source Of Harm On Premises</b>  Description: There was broken plastic fencing in the infant room with sharp edges, accessible to children.	fixed broken fence	2/11/25	

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7 251.07(6)(dm)2. <b>Medical Log - Pages &amp; Entries</b>  Description: Lines in the medical log book were skipped between entries. Staff making entries did not sign/initial an entry within the medical log book.	meeting held all staff informed on proper logging	2/12/25		
8 251.09(1)(b) <b>Infant &amp; Toddler - Location &amp; Sharing Intake Information</b>  Description: Infant and Toddler intake information was not located within the room that the infants and toddlers were being cared for.	move to both areas on 2/4/25	2/4/25		
9 251.09(1)(c) <b>Infant &amp; Toddler - Documenting Changes In Development</b>  Description: Changes in development have not been documented within the last 3 months. Last updated 9.18.2024.	infant teacher informed when to update forms and forms were updated	2/12/25		

NAME - Agency Worker Mindi Sabjak, Rhonda Brueggemann	Date Issued 2/13/2025
SIGNATURE - Certified Operator or Designee / Licensee or Designee 	Date Signed 2/24/25

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On Mon, Feb 24, 2025 at 8:54 AM gracie handford <[handford444@gmail.com](mailto:handford444@gmail.com)> wrote:

DEPARTMENT OF CHILDREN AND FAMILIES  
Division of Early Care and Education

STATE OF WISCONSIN

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On Thu, Feb 13, 2025 at 4:00 PM Sabljak, Mindi M - DCF

<[MindiM.Sabljak@wisconsin.gov](mailto:MindiM.Sabljak@wisconsin.gov)> wrote:

Good afternoon:

I am including the noncompliance and correction plan for site 1. Please complete and return to me within the time frame. Also, hang on the parent board. I'll work on the second location next week! Keep up the good work and we'll see you soon.

**Mindi Sabljak**

**Licensing Specialist**

Early Care and Education / Early Care and Regulation

**635 N 26th St, Milwaukee, WI 53233**

[dcf.wisconsin.gov](http://dcf.wisconsin.gov) | p: 262.446.7833

f: (262)446-7991 |