

Date Correction Plan Due
7/10/2019

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
608-422-6765

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

Bee Balm Learning Center Llc

Address - Facility (Street, City, State, Zip Code)
1650 Norman Way Madison WI 537051239

Telephone Number
608-233-8855

Provider Number / Facility ID Number

4000588114 / 001 - 2001680

Date - Regulation Visit
6/25/2019

Rule/Statute Number Noncompliance Statement

1 251.04(2)(a)

Compliance With Laws

Description: Contrary to s. 48.686(4m)(c) Wis. Stats., Staff A and B began working as a caregiver prior to the child care program receiving a preliminary report from the Department that they were not ineligible to work at the child care program.

Correction Plan

Expected
Completion Date

Verification
Date

when hiring new staff
we will be more
diligent in following
the Department's
new rules and system.

7/1/19

NAME - Certification Worker / Licensing Specialist
Benjamin Trolinger

Date Issued
6/26/2019

SIGNATURE - Certified Operator or Designee (Licensee or Designee)

Date Signed

7/1/19