

Date Correction Plan Due 10/18/2024	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 Once Upon A Preschool Inc		Provider Number / Facility ID Number 0000588640 / 001 - 2002505		
Address - Facility (Street, City, State, Zip Code) 1200 E Hampton Rd Whitefish Bay WI 532176012		Telephone Number 414-964-5437	Date - Regulation Visit 9/17/2024	
	RECEIVED STATE OF WISCONSIN OCT 8 2024 SOUTHEASTERN REGIONAL OFFICE DCF-DECE BECR			
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)6. Child Record - Health History Description: The health history information regarding medical conditions was missing for Child #3. Repeat violation: Previously cited on 12/5/2023, 12/1/2022	Parent was notified and form was completed	10-4-24	
2	251.04(6)(b) Current, Accurate Daily Attendance Record Description: A current accurate child care attendance record was not available.	Attendance record has been updated as requested.	10-4-24	

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1200 E Hampton Rd Whitefish Bay WI 532176012		414-964-5437	9/17/2024
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3 251.05(2)(a)2. Staff Record - Completed Background Check Description: Documentation of a completed caregiver background check that indicates a person is eligible to work in a child care program was not observed for Staff D.	Background checks were re-submitted.	10-4-24	
4 251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: Educational qualifications were not observed on file for Staff B and Staff D.	Wisconsin Registry stated that bachelor degrees in education qualified. (copies on file)	10-4-24	
5 251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Documentation of days and hours worked was not observed on file for Staff A and Staff B.	Staff hours worked has been added to attendance chart.	10-4-24	
6 251.05(2)(a)7. Staff Record - Continuing Education Description: Continuing education was not observed on file for Staff D. Repeat violation: Previously cited on 12/5/2023	Certificates have been added to files	10-4-24	

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7	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Current child abuse and neglect training, completed at least once every 2 years, was not on file for Staff A and Staff B.	Online training was completed and certificates added to files.	10-4-24	
8	251.055(1)(f) Child Tracking Procedure Description: A child tracking procedure was not utilized on the day of the monitoring visit.	All Children arrive & leave at the same time each day. Attendance sheets have been updated.	10-4-24	
9	251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers Description: A thermometer was not observed in the refrigerator.	Thermometers were purchased and added to frig + freezer	10-4-24	
10	251.07(6)(i)6. Hand Washing Outdoors & On Field Trips Description: Hand sanitizer was provided and not soap and a water based wet wipe while children were outside and hands required washing after toileting.	Soap and wet wipes have been added to the playground tub.	10-4-24	

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11	251.07(6)(i)7. Use Of Hand Sanitizers Description: Hand sanitizer was provided to children after coming in from outside with dirty hands that required washing.	Soap and wet wipes have been added to the playground. Hands are washed when we come inside.	10-4-24

NAME - Agency Worker
Crescenta Sabree

Date Issued
10/4/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Teresa L. Fredenig

Date Signed

10-4-2024