

DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

Date Correction Plan Due
1/24/2025

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.

Provider Number / Facility ID Number
9000588899 / 002 - 2007436

Name - Certified Operator / Licensed Center

Brainy Bunch Learning Center

Address - Facility (Street, City, State, Zip Code)
3233 W North Ave Milwaukee WI 532081462

Telephone Number

~~414-210-3055~~
414-210-3055

Date - Regulation Visit
1/8/2025

Expected Completion Date

Verification Date

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.04(2)(k) License Posted & Visible</p> <p>Description: The child care license is not posted near the entrance or in some other conspicuous area of the center that is visible to the public. The child care license is not posted.</p>	<p>The center's childcare license are posted, and visible to the public.</p>	1/8/25	
2	<p>251.04(4)(f) Copy Of Rules Available</p> <p>Description: A copy of the licensing rules is not posted or available to the parents in an area of the center where parents are likely to see it.</p>	<p>A copy of the licensing rules book is now posted, and visible for all parents, and public.</p>	1/8/25	

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~~414-210-5540~~
414-210-3055

Date - Regulation Visit

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Correction Plan

Expected
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Verification
Date

Rule/Statute Number
Noncompliance Statement

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.04(4)(g) Copy Of Policies Available Description: A copy of the child care policies of the center have not been made available to the parents in an area of the center accessible to parents.	A copy of the center's policies are posted and visible for all parents and the public to view at any time.	1/8/25	
4	251.04(6)(a)1. Child Record - Enrollment Information Description: Enrollment information (emergency contact information) on file for Child #3 is incomplete.	child #3 emergency contact information has been updated, and filed.	1/8/25	
5	251.04(6)(a)6m. Child Record - Immunization History Description: There is no documentation on file for Child #4 indicating the child's immunization history is in compliance with s.252.04, Stats., and ch. DHS 144. Child #4 has attended the center since 11/4/24.	child #4 immunization records has been updated, and filed.	1/9/25	
6	251.05(2)(a)1. Staff Record - Personal Information Description: Staff record information on file for Staff C is incomplete.	personal information for staff C file is complete.	1/8/25	

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7	<p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: A completed physical examination report that was completed not more than 12 months prior to nor more than 30 days after the person was hired is not on file for Staff C, who has been employed since 11/3/24.</p>	Physical Report for staff C has been updated, and filed.	2/7/25	
8	<p>251.05(2)(a)5. Staff Record - High School Diploma</p> <p>Description: There is no documentation on file of a high school diploma or its equivalent as determined by the Wisconsin Department of Public Instruction for Staff B who is employed as and observed working as a lead teacher during the monitoring visit.</p>	Documentation for staff B highschool equivalency has been filed.	1/10/25	
9	<p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: Staff B, who is employed as an assistant teacher, has not completed department-approved training in abusive had trauma, and appropriate ways to manage crying, fussing, or distraught children prior to beginning to work with children under 5 years of age.</p>	Staff B completed Intro to the child care profession, and skills and stratigies. These trainings were included, approved, and on the registry.	INTRO 9/23 SKILLS 10/24	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
10	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff C and D have not completed training on child abuse and neglect reporting requirements within one week after beginning work at the center. Staff C has been employed since 11/3/24; Staff D since 12/8/24.	Staff C and D has completed the online mandated reporter training.	Staff C 12/18/24 Staff D 2/10/25	
11	251.05(4)(a) Staff Orientation - Develop, Implement, Document Description: There is no documentation on file for Staff C and D demonstrating that an orientation was completed within one week of employment. Staff C has been employed since 11/3/24 and Staff D since 12/8/24.	orientation has been updated and completed by both C and D staff.	D 1/8/25 C 1/9/25	
12	251.055(1)(f) Child Tracking Procedure Description: The tracking sheet has not been completed for the two classrooms that are operating during the monitoring visit. The infant room has 4 children and the preschool classroom has 5 children.	When transitioning from one classroom to another. I will be sure to sign the children in and out on the correct tracking sheet.	1/8/25	

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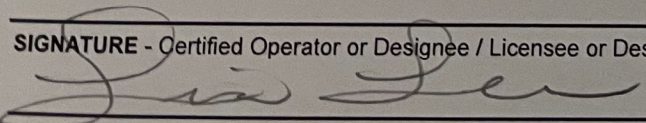
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13	251.06(10)(h) Toilets & Sinks - Water Temperature Description: The hot water temperature in one sink was 132 degrees Fahrenheit when tested. The hot water temperature may not exceed 120 degrees Fahrenheit.	Water temperature has been adjusted and currently at 118 degrees. Last check 3/14/25 Current temps are 117-119	1/8/25	
14	251.06(2)(a) Potential Source Of Harm On Premises Description: Two one year old toddlers are observed wearing pacifiers tied to green strings around their necks. One of the twins takes a nap while wearing the string around his neck.	String were removed and replaced with pacifier clips.	1/8/25	
15	251.07(1)(c) Television As Part Of Program Description: Staff B informs the preschool classroom that it is TV time and instructs the children to be silent because it is movie time.	Moving forward when a child doesn't wish to participate in our scheduled group activities. They will be offered quiet time activities.	1/8/25	
16	251.07(5)(a)5.b. Menus - Plan Description: The menu has not been planned at least one week in advance. The most recent menus posted are dated for the week of 11/4/24-11/8/24.	All menus posted are updated. Going forward I will be sure that all posted menus are current.	1/8/25	

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17	251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection Description: Tears are observed on the diaper changing mat on the infant room changing table preventing cleaning and disinfection of the diaper changing surface.	Diaper changing mat has been replaced. Going forward I will secure all tears with tape or replace it.	1/9/25

NAME - Agency Worker
Maureen Slatten, Kristin Keck

Date Issued
1/13/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed
3/14/25