DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

Attachment

STATE OF WISCONSIN

Date Correction Plan Due 3/19/2025	**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 Gotitas De Amor Bilingual Child Care Center Llc		**Provider Number / Facility ID Number** 5000589245 / 001 - 2003460
Address - Facility (Street, City, State, Zip Code) 2417 Amherst Rd Middleton WI 535622804	**Telephone Number** 608-358-2357	**Date - Regulation Visit** 3/4/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(2)(L) **Background Check Request Form - Addition To Household** Description: Multiple household members did not have a completed background check. Varios miembros del hogar no completaron una verificación de antecedentes.	All household member have an elegible Background check	3/13/25	

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2	250.04(6)(a)4. **Child Record - Physical Exam** Description: Documentation of a physical exam was not on file for child #2. Documentación de un examen físico no estaba archivada para el nino #2. Repeat violation: Previously cited on 2/7/2024	Parent provided physical exam form	3/17/25	
3	250.04(6)(a)4.b. **Child Record - Physical Exam - Over 2, Under 5** Description: An updated physical exam was not on file for child #5 El nino número 5 no tenia un examen físico actualizado en el archivo.	Paren provided physical exam form	3/17/25	
4	250.04(6)(a)4m. **Child Record - Immunization History Compliance** Description: Documentation of immunization records was not on file for child #2. La documentación del registro de vacunas no estaba archivada para el nino número 2.	Parent provided copy of immunization	3/17/25	

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5	250.04(6)(b) **Current, Accurate Daily Attendance Record** Description: The licensee did not maintain current, accurate daily attendance when attendance was not recorded for March 3 and 4 2025. In addition attendance review for February 17-28 showed that children were not signed out of the program on multiple days. El titular de la licencia no mantuvo la asistencia diaria actual y precisa cuando no se grabo la asistencia los días 3 y 4 de marzo 2025. Además, la revisión de asistencia del 17 al 28 de febrero mostró la hora en cual los ninos salieron del programa en varios días.	Daily attendance will be entered by parents and checked by provider	3/17/25	
6	250.05(2)(b) **Staff File - Background Check Results** Description: A household member was observed in helping with care without a current background check. Un miembro del hogar estaba ayudando con el cuidado sin una verificación de antecedentes vigente.	All staff and household member have background checks	3/13/25	

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7	250.05(2)(c) **Staff File - Days, Hours Worked** Description: Center did not maintain documentation of the actual hours a provider and volunteer work for March 3rd and 4th. In addition, attendance record reviewed showed multiple days in which provider did not document hours when being counted in staff to child ratios. El centro no mantuvo documentación de las horas reales de trabajo de un proveedor y voluntario durante el 3 y 4 de marzo. Además, el registro de asistencia revisado mostró varios días en los que el proveedor no documentó las horas cuando ser contado en la proporción de personal por nino.	All volunteer and Provider will document their work hours daily	3/17/25	
8	250.05(3)(e)1. **Provider Training - Obtain Cpr Certificate** Description: The licensee did not have a current CPR certificate on file. El titular de la licencia no tenía un certificado RCP vigente en sus archivos.	Provider is taking training online	3/21/25	
9	250.05(3)(fm) **Biennial Training - Child Abuse & Neglect** Description: The provider did not have a biennial training on child abuse and neglect laws on file. El proveedor no tenía archivado una capacitación bienal sobre las leyes de abuso y negligencia infantil.	Training completed	3/18/25	

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10	250.055(2)(b) **Maximum Number Of Children In Care Of The Provider** Description: review of attendance records for February 17-28 indicated that the provider exceeded the maximum number of children one provider can care for at one time. Two children under the age of 2 years of age were in a group with 6 children age 2 and older with one provider. The maximum number of children in care was exceeded by one child. Revisión de los registros de asistencia del 17 al 28 de febrero indicó que el proveedor excedió la cantidad máxima de ninos que un proveedor puede cuidar al mismo tiempo. 2 ninos menores de 2 anos estaban en un grupo con 6 ninos de 2 anos o más con un proveedor.	Provider & volunteer will be in care wher number of children in care are required	3/13/25	
11	250.06(4)(a)4. **Smoke Detectors -Batteries** Description: Smoke detectors on both floors were not working. Los detectores de humo en ambos pisos no funcionaban.	Batteries will be replaced	3/18/25	
12	250.07(6)(f)1.a. **Medication Administration - Parent Authorization** Description: A medication being stored at the program did not have a completed written parent authorization on file. Un medicamento almacenado en el programa no tenía una autorización escrita completa de los padres en el archivo.	Parent Authorization form signed by parent	3/17/25	

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13	250.07(7)(g) **Pets & Animals - Excrement** Description: The outdoor area accessible to children was not free of pet excrement. La area exterior accesible a los ninos no estaba libre de excrementos de mascotas. Repeat violation: Previously cited on 4/24/2024	All pet excrement was removed and pets will now have a designated area not accessible by children in care	3/28/25	

NAME - Agency Worker
Michelle Garcia

Date Issued
3/5/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
3/18/25