

Date Correction Plan Due 9/24/2024	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 My Little Munchkins Childcare Ctr		Provider Number / Facility ID Number 7000590697 / 001 - 2005833			
Address - Facility (Street, City, State, Zip Code) 4714 W Fond Du Lac Ave Milwaukee WI 532162425		Telephone Number 414-935-2801	Date - Regulation Visit 9/10/2024		
	Rule/Statute Number Noncompliance Statement	Correction Plan	<table border="1"> <tr> <td data-bbox="1481 710 1727 774"> Expected Completion Date </td> <td data-bbox="1727 710 1935 774"> Verification Date </td> </tr> </table>	Expected Completion Date	Verification Date
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1	251.04(6)(a)2. Child Record - Emergency Medical Consent Description: The parent/guardian for Child #4 did not complete the medical consent authorization box on the enrollment form.	Child #4 parent has completed the medical consent authorization box. Enrollment forms will be checked before a child attends.	<table border="1"> <tr> <td data-bbox="1481 774 1727 1029">9/14/24</td> <td data-bbox="1727 774 1935 1029">9/14/24</td> </tr> </table>	9/14/24	9/14/24
9/14/24	9/14/24				
2	251.04(6)(a)4. Child Record - Field Trip Authorization Description: The parent/guardian for Child #4 did not complete the field trip authorization box on the enrollment	Child #4 parent has completed field trip authorization box.	<table border="1"> <tr> <td data-bbox="1481 1029 1727 1289">9/14/24</td> <td data-bbox="1727 1029 1935 1289">9/14/24</td> </tr> </table>	9/14/24	9/14/24
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3 251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Child #3 does not have an updated physical examination form on file as required every 6 months for children under age 2 (last updated 2/2024).	Child #3 has an Doc's appointed to receive an updated physical examination form for file.	9/25/24	
4 251.07(6)(dm)1. Medical Log Book Description: The medical/incident log book in the White room did not have all the pages numbered.	Medical/incident log book in the white room has been numbered and reviewed.	9/14/24	9/14/24
5 251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Child #3 did not have an updated Under 2 Intake form on file as required every three months.	Child # 3 Under 2 intake form has been reviewed and updated, as well has signed and dated.	9/14/24	

NAME - Agency Worker
Laura Taylor, Joel Marquez

Date Issued
9/10/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Ashley Brown

Date Signed

9/19/24