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| Date Correction Plan Due 7/3/2024 | NONCOMPLIANCE STATEMENT AND CORRECTION PLAN | TO FILE A COMPLAINT CALL 920-785-7811 |
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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.

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| Name - Certified Operator / Licensed Center The Salvation Army Child Learn Ctr | | Provider Number / Facility ID Number 0000558560 / 003 - 1008832 | | |
| Address - Facility (Street, City, State, Zip Code) 1525 Appleton Rd Menasha WI 54952 | | Telephone Number 920-886-3648 | Date - Regulation Visit 6/14/2024 | |
| | Rule/Statute Number Noncompliance Statement | Correction Plan | Expected Completion Date | Verification Date |
| 1 | 251.05(2)(a)1. Staff Record - Personal Information Description: Based on record review on 6/14/24 according to the Staff Record Checklist Staff Member B failed to have a staff record form on file. Repeat violation: Previously cited on 6/15/2022 | Staff member B will fill out a staff record form and turn the form in to the director. The form will be filled in staff member B's staff record file. | 6/28/2024 | |
| 2 | 251.05(2)(a)2. Staff Record - Completed Background Check Description: Based on record review on on 6/14/24 according to the Staff Record Checklist Staff Member A failed to have a complete background check. Staff Member was a rehire in June 2023 and has been working at the facility without a complete background check since June 2023. | Staff member A will complete a background check. the completed background check will be turned in to the director & will be filed into staff member A's file. | 6/19/2024 | |

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| 3 | <p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: Based on record review on 6/14/24 according to the Staff Record Checklist Staff Member A, B and C failed to have a health report on file.</p> <p>Repeat violation: Previously cited on 6/15/2022</p> | <p>Staff member A, Staff member B & Staff member C will obtain a current health report and turn in to the director. The director will place the health reports into the correct staff file.</p> | 7/26/24 | |
| 4 | <p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: Based on record review on 6/14/24 according to the Staff Record Checklist Staff Member A, B, and C failed to have SBS/Abusive Head Trauma Training on file.</p> | <p>Staff member A and staff member C who have both taken the training will submit training certificate to the director to be placed in staff files. Staff member B will complete the SBS/AT+ training and submit completion certificate to director to be filed.</p> | 7/12/24 | |
| 5 | <p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Based on record review on 6/14/24 according to the Staff Record Checklist Staff Member A failed to have infant and child CPR on file.</p> | <p>Staff member A will submit a record of completed CPR certification to the director to be placed in staff file</p> | 7/26/24 | |

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| 6 | 251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Based on record review on 6/14/24 according to the Staff Record Checklist Staff Member A, B, C, and D failed to have biennial child abuse and neglect training on file. | Staff members A, B, C, D will complete the biennial child abuse and neglect training and submit a certificate of completion to the director to be filed in staff files. | 7/12/2024 | |
| 7 | 251.05(4)(a) Staff Orientation - Develop, Implement, Document Description: Based on record review on 6/14/24 according to the Staff Record Checklist Staff Member A, B, and C failed to have orientation on file. | The director has updated orientation documents for staff members A, B, & C will go through it with them. Once all of the forms are signed the director will file the forms in the staff files. | 7/1/2024 | |
| 8 | 251.05(4)(b) Staff Meetings Description: Based on record review on 6/14/24 the center had 8 staff meetings for the 2023 calendar year versus the required 9 staff meetings. | For the 2024 calendar year we have had 5 staff meetings to date with 5 more scheduled before the end of 2024 to meet the required number of staff meetings. | 11/19/2024 | |

NAME - Agency Worker
Cassandra Debauche

Date Issued
6/19/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Cassidy Femenelly

6/28/24