

<b>Date Correction Plan Due</b> 7/5/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 715-361-7700
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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.

<b>Name - Certified Operator / Licensed Center</b> Canaland Christian Acdmy Early Lrng		<b>Provider Number / Facility ID Number</b> 2000559632 / 001 - 620105		
<b>Address - Facility (Street, City, State, Zip Code)</b> 801 County Road Hh Stevens Point WI 544818415		<b>Telephone Number</b> 715-341-8747	<b>Date - Regulation Visit</b> 6/13/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	<p>251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b></p> <p>Description: One child was not signed out and back into the Infant Classroom.</p> <p>One child was not signed out of the 2K Classroom.</p> <p>The attendance record in the 4K Wraparound Classroom did not include the date of birth and last name for all children. Two children were pre-signed in. Two children were not signed out.</p> <p>The attendance records for the Lambs 1 and 2 and the Bunnies Classrooms did not show which children were signed into which classrooms when they combined during naptime.</p>	<p>Children will be signed into their assigned classroom for the day. Lead teachers and Canaland Administration will verify to ensure compliance.</p> <p>Children will be signed into their assigned classroom for the day. Lead teachers and Canaland Administration will verify to ensure compliance.</p> <p>The attendance record will include the date of birth, first and last name for all children. Children will be signed in and out with the correct times.</p> <p>The classroom binder with attendance record will be kept on a shelf in the assigned classroom in which the children will remain during naptime.</p>	<p>06/28/2024</p> <p>06/28/2024</p> <p>06/28/2024</p> <p>06/28/2024</p>	

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2	251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b>  Description: Several staff were not signed in and/or out of the classroom. Several staff had pre-signed out for the day. One staff had pre-signed in and out for the next day.	Staff will be signed into their assigned classroom for the day. Lead teachers and Canaland Administration will verify to ensure compliance.	06/28/2024	
3	251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b>  Description: Staff A, B, and C did not have a current child abuse and neglect training certificate on file.	Staff A, B, and C have a current child abuse and neglect training certificate on file.	06/28/2024	
4	251.055(1)(f) <b>Child Tracking Procedure</b>  Description: The number of children in care was not known by staff in the 2K Classroom. Staff stated they had 16 children. When asked to verify they again stated they had 16 children when there were only 15 children in the classroom.	Teachers will sign children out from the classroom roster as soon as a child leaves to ensure accuracy.	06/28/2024	
5	251.07(6)(dm)2. <b>Medical Log - Pages &amp; Entries</b>  Description: The Lamb 1 and Bunnies Classrooms had skipped lines when documenting in the medical log book.	Medical log procedures have been reviewed with staff. Lead teachers and Canaland Administration will verify to ensure compliance.	06/28/2024	

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6	251.07(6)(f)1.b. <b>Medication Administration - Containers &amp; Labeling</b>  Description: One medication was not in the original container. The name of the medication was handwritten on the prescription label.	Canaland administration will verify the prescription label matches the medication and the authorization to administer medication on file.	06/28/2024	
7	251.07(6)(f)6. <b>Current Authorizations For Medications On Premises</b>  Description: One medication did not have a current medication administration authorization from the parent on file.	Medication will be sent home to families when the authorization form expires.	06/28/2024	
8	251.07(6)(j)6. <b>Cleaning &amp; Protecting Superficial Wounds</b>  Description: Superficial wounds shall be cleaned with soap and water only. A bee sting was cleaned with peroxide.	Superficial wounds will be cleaned soap and water.	06/28/2024	

**NAME** - Agency Worker  
Heather Struck, Tiisha Harrell

Date Issued  
6/20/2024

**SIGNATURE** - Certified Operator or Designee / Licensee or Designee  
Jennifer Kleiner, Program Director

Date Signed  
06/28/2024