

Date Correction Plan Due
8/25/2023

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
715-930-1148

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

Provider Number / Facility ID Number

Northstar Early Learning Center

3000589773 / 001 - 2004322

Address - Facility (Street, City, State, Zip Code)
2531 E Main St Onalaska WI 546506759

Telephone Number
608-779-5652

Date - Regulation Visit
8/8/2023

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.05(2)(a)3 a. Staff Record - Physical Examination Description: On the day of the visit staff D was missing a health report. Repeat violation: Previously cited on 8/22/2022, 5/12/2022, 1/28/2022	staff D had lost her completed forms so we were waiting on a new form to be filled out by the new staff D turned in the new form the following week.	08/19/2023	
2 251.05(2)(a)7. Staff Record - Continuing Education Description: Provider did not have documentation of the yearly requirement of continuing education hours for 2022 available for review during the monitoring visit.	Moving forward, we will ensure all continuing education was when tracked as easily accessible for our state licensure to review.	09/12/2023	

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Verification
Date

3 251.055(2)(b)

Staff-to-Child Ratios - Minimum

Description: The staff-to-child ratio for children under age 2 is 1:4. Staff-to-child ratios were not being met in the Little Explorers room when 6 children under 2 were being cared for by one child care worker on the day of the monitoring visit.

CONTINUE TO REMIND,
REVIEW, & ENFORCE OUR
RATIO & OBTAIN WORK
POLICY TO ENSURE SAFETY
& RATIO RULES ARE BEING
MAINTAINED.
09/01/2023

4 251.07(2)(e)4

Prohibited Actions - Withholding / Forcing Food Or Sleep

Description: During the course of a complaint investigation, a former staff member admitted to trying to force a child under 2 yrs old to eat yogurt. Forcing meals or snacks is considered a prohibited action.

Repeat violation: Previously cited on 6/6/2023

EMPLOYEE RESIGNED
IMMEDIATELY BUT WE WILL
STILL BE CONDUCTING A
TRAINING AT OUR SEPTEMBER
STAFF MEETING ON STRESS
FACTS & PROHIBITED ACTIONS.
09/21/2023

NAME - Agency Worker
Kimberly Jasper, April Callihan

Date Issued
8/11/2023

SIGNATURE - Certified Operator / Designee or Designee

Date Signed