

<b>Date Correction Plan Due</b> 6/4/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Learning Institute Mke Llc		<b>Provider Number / Facility ID Number</b> 1000591091 / 001 - 2006256		
<b>Address - Facility (Street, City, State, Zip Code)</b> 4730 N Teutonia Ave Milwaukee WI 532096231		<b>Telephone Number</b> 414-391-9354	<b>Date - Regulation Visit</b> 5/13/2025	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(a)6. <b>Child Record - Health History</b>  Description: There is no health history and emergency care plan on file for Child 1.	The child's health history has been reviewed and updated. An emergency care plan has been developed and added to the child's record. The updated health information has been entered into the child's chart and in the infant and toddler's room.	05/14/2025	
2	251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: According to attendance records, on 4/22/25 and 4/30/25, three children had arrival times documented but are missing departure times. And on 4/23/25 and 5/2/25, one child had arrival times documented but missing departure times.  Repeat violation: Previously cited on 6/12/2023	Staff A through Staff G understand that the times must be recorded immediately upon the child's arrival and departure, and the record must reflect all children in care at any given time. My team and I understand that the parents need to review this form for accuracy at the end of the week and sign the form as verification that it is correct.	5/14/2025	

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3	<p>251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b></p> <p>Description: Staff A and C do not have documentation of completing a physical examination within 30 days after Staff A and C was hired.</p> <p>Repeat violation: Previously cited on 6/10/2024</p>	<p>Staff A does not have health insurance but had utilizes the center resources to schedule an appointment with free clinic for the completion of the required physical examination. Staff C has a new patient appointment on 06/17/2025</p>	immediately	
4	<p>251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b></p> <p>Description: Staff hours worked are documented but it does not include what room staff is working in when used to meet staff-to-child ratio.</p> <p>Repeat violation: Previously cited on 6/10/2024</p>	<p>As of 5/14/2025, All Staff have started using daily attendance record forms for each room to accurately document staff hours and the specific rooms worked in, ensuring compliance moving forward.</p>	05/14/2025	
5	<p>251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b></p> <p>Description: The CPR certificate on file for Staff A and C was not a course from a department approved provider.</p>	<p>As of 5/14/2025, Staff A, C, and D are scheduled to complete in-person CPR training through an American Heart Association approved provider on 5/31/2025 to ensure compliance with licensing requirements.</p>	05/31/2025	

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6	<p>251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b></p> <p>Description: Staff A, C and D do not have documentation of a biennial child abuse and neglect training. The training on file for staff A was taken in March 2021 and October 2022 for Staff D.</p> <p>Repeat violation: Previously cited on 6/10/2024, 6/12/2023</p>	<p>Staff A, C and D have completed Child Abuse &amp; Neglect biennial Training. Staff A, C, D understand the importance of having this training updated every two years.</p>	06/01/2025	
7	<p>251.05(3)(gr)3.a. <b>Meal Prep Personnel - Training</b></p> <p>Description: Staff G does not have documentation of completing at least 4 hours of training in kitchen sanitation, food handling, and nutrition.</p> <p>Repeat violation: Previously cited on 6/10/2024</p>	<p>Staff has completed Safe Food Handling, Hygiene, Sanitation. Staff G has paid the administration fee Registry Approved Certificate will be emailed to staff G</p>	6/1/2025	
8	<p>251.05(4)(a) <b>Staff Orientation - Develop, Implement, Document</b></p> <p>Description: Staff D does not have documentation of a written orientation on file.</p> <p>Repeat violation: Previously cited on 6/10/2024</p>	<p>Orientation checklist was updated, documented and added to the re-hire personnel file.</p>	05/13/2025	

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9	251.06(2)(gm) <b>Premises - Well Drained, Clean, In Good Repair</b>  Description: In the Toddler room, an anchor and nail was hanging from the dry wall and there was rotting wood on the railing of the steps leading to the outdoor play space.	In the toddler room the anchor and nails has been removed and patch up and painted. Updated photos will be added.	5/23/2025	
10	251.06(2)(i) <b>Deteriorating Paint</b>  Description: On the steps leading to the outdoor play space, flaking paint was observed on the wood railing and accessible to children.	The railing has been replaced and painted. The other railing the flaking paint has been stripped and painted. Updated pictures will be added.	05/23/2025	
11	251.07(5)(a)4. <b>Meals &amp; Snacks - Minimum Meal Requirements</b>  Description: On the day of the monitoring visit, minimum USDA meal requirements were not met when meatballs, ravioli, corn, jello, and water were served. Jello does not meet USDA meal requirements and milk was not served.	Appropriate age milk was given going forward.	05/14/2025	
12	251.07(5)(a)5.a. <b>Menus - Post</b>  Description: Menus of meals and snacks provided by the center are not dated and are not current; the menu in the kitchen reflected <input type="checkbox"/> week 1 <input type="checkbox"/> and the menu in the front hallway reflected <input type="checkbox"/> week 4. <input type="checkbox"/>	Review and updated menus weekly to reflect the current weekly meals and snacks..	5/13/2025	

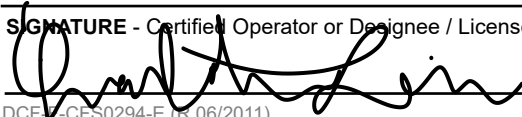
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13	251.07(5)(a)6. <b>Menus - Changes</b>  Description: Changes that were made to the planned menu were not documented on the menu to reflect what was actually served.	Removed outdated menus from parent's board and replaced with the most current menus. Conduct regular staff training to ensure consistency in documentation and display of current menus.	05/14/2025	
14	251.07(6)(dm)2. <b>Medical Log - Pages &amp; Entries</b>  Description: Entries in the medical log book dated 4/15/25 and 5/5/25 were not initialed or signed by the person making the entry.  Repeat violation: Previously cited on 6/10/2024	Medical Log - pages & entries have been reviewed and trained all staff to ensure all entries are initialed and signed moving forward. I will continue to monitor to maintain compliance.	05/14/2025	
15	251.09(3)(a)2. <b>Infant &amp; Toddler - Food &amp; Formula Brought From Home</b>  Description: A container of formula brought from home for Child #1 was not labeled with the child's name and dated on the day of opening. **This was corrected during the monitoring visit**	The team received an in-service training on proper labeling and handling. I will ensure all formula is labeled with the child's name and date moving forward.	05/14/2025	
16	251.09(4)(b) <b>Infant &amp; Toddler - Sinks In Self-Contained Area</b>  Description: On 5/13/25, a child under the age of 2 was being cared for in a room that did not contain a hand washing sink for diapering. **The child was moved into the Infant room during the monitoring visit**	The Team received an in-service, going forward we will ensure children under two are always cared for in a room with a sink for proper handwashing.	05/14/2025	

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<b>Noncompliance Statement</b>			

**NAME - Agency Worker**  
Kristin Lange, Sara Cooney

**Date Issued**  
5/20/2025

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**



**Date Signed**  
06/01/2025