

Date Correction Plan Due 3/21/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	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 Kidz Clubhouse Childcare		Provider Number / Facility ID Number 4000591384 / 001 - 2006559		
Address - Facility (Street, City, State, Zip Code) 5325 W Rose St Brown Deer WI 532233037		Telephone Number 414-651-0323	Date - Regulation Visit 3/7/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(6)(a)1.e. <b>Child Record - Enrollment Information - Other Emergency Contact</b>  Description: Emergency contact information was not on file for Child #1, Child #2, and Child #3.  Repeat violation: Previously cited on 3/27/2024	Emergency contact information has been added to child #1, #2 and #3. <del>materials</del> forwarded all files will have completed application as needed.	3/10/25	
2	250.04(6)(a)1.g <b>Child Record - Enrollment Information - Authorized Pickup</b>  Description: An authorized person, other than the parents, that is allowed to call for/receive a child was not on file for Child #3.	an authorized person has been added to the enrollment form for child #3 more conversation needed with parents will be had on whats	3/10/25	

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3 250.04(6)(a)4.a. Child Record - Physical Exam - Under 2  Description: An initial health exam was not on file for Child #3.	Child #3 Parent took child to the doctor. Now just waiting on doctor to fill out form. Should be completed by the 25th	3-19-25	
4 250.04(6)(a)4.b. Child Record - Physical Exam - Over 2, Under 5  Description: An initial health exam was not on file for Child #2.	The parent for child #2 schedule a doctor appointment and files should be updated by the 25th of March.	3-25-25	
5 250.05(2)(f) Staff File - Continuing Education  Description: Documentation of the required 15 hours of continuing education was not on file for Staff B. Staff B had 4 documented hours of continuing education.	Staff B spoke with someone from The Registrar to update/load the necessary info to reflect the required hrs.	3-7-25	
6 250.05(3)(fm) Biennial Training - Child Abuse & Neglect  Description: A current child abuse and neglect training certificate was not on file for Staff A and Staff B.	certificate was completed and added to files. moving forward I will make sure all training is updated.	3-7-25	

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7	250.06(2)(c) <b>Access To Materials Potentially Harmful To Children</b>  Description: A can of Lysol was accessible to children on the top of the toilet lid.	can of Lysol was removed from wash room  will be more mindful of whats in kids reach.	3-7-25	
8	250.07(6)(h)2. <b>Washroom Provisions</b>  Description: Paper towels were not available in the bathroom and accessible to children.	Paper towel was Added to wash room.  will replace necessary items as needed.	3/7/25	
9	250.09(3)(b) <b>Infant &amp; Toddler - Food &amp; Formula Brought From Home</b>  Description: A canister of formula brought from home did not contain a label with the child's name and date.	The date and name of the child was added to the can of formula  all necessary items will be lbel	3/7/25	

NAME - Agency Worker  
Crescenta Sabree

Date Issued  
3/7/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

*Jimmy Teague*

3-18-25