

Date Correction Plan Due 10/3/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
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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 Caring Cubs Family Childcare		Provider Number / Facility ID Number 4000592554 / 001	
Address - Facility (Street, City, State, Zip Code) 2960 N 61st St Milwaukee WI 53210		Telephone Number 262-444-3190	Date - Regulation Visit 9/17/2025
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	202.08(1)(a)2. Each Child Care Operator Shall Demonstrate That The Operator Is Free From Tuberculosis Prior To Initial Certification. Each Provider Shall Demonstrate That He Or She Is Free From Tuberculosis Prior To The Date The Provider Begins Working With Children In Care. Description: Staff B's documentation that was provided stated staff B was free from tuberculous as of 5/21/2025. However, employment period stated 1/27/2025. Staff B did not have documentation stating that that staff B was fee from tuberculous prior to the date that staff B began working with children in care. Staff B's file was not provide during the visit to determine correct dates of when staff B started working with children in care.	all staff will to test before start.	

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2	202.08(1)(b)1. Prior To Certification And Prior To Beginning To Work With Children Each Provider, Including Volunteers, Substitutes, And Emergency Back-Up Providers, Or Any Other Person Who Provides Care And Supervision For Children Under One Year Of Age Shall Complete Training In The Most Current Medically Accepted Methods For Reducing The Risk Of Sudden Infant Death Syndrome. Description: The operator was not able to provided staff B's file during the visit and the certifier gave time for the operator to submit trainings to the certifier. The deadline of when the trainings document needed to be submitted to the certifier were not provided as discussed during the visit.	All staff will complete required training before working with children & copies will be kept in their file for future visit	12/11/2025
3	202.08(1)(b)2. Prior To Certification And Prior To Beginning To Work With Children Each Provider, Including Volunteers, Substitutes, And Emergency Back-Up Providers, Or Any Other Person Who Provides Care And Supervision For Children Under 5 Years Of Age Shall Complete Department-Approved Training On Shaken Baby Syndrome And Abusive Head Trauma And Appropriate Ways To Manage Crying, Fussing, Or Distraught Children. Description: The operator was not able to provided staff B's file during the visit and the certifier gave time for the operator to submit trainings to the certifier. The deadline of when the trainings document needed to be submitted to the certifier were not provided as discussed during the visit.	I will maintain a checklist for each new hire to ensure onis training is completed & documented prior to their 1st day with children.	12/11/2025

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4	202.08(10)(a) A Child Care Provider Shall Ensure That Each Child Shall Be Served One Meal Or Snack At Least Once Every 3 Hours. Each Meal And Snack Shall Meet The U.S. Department Of Agriculture Child And Adult Care Food Program Minimum Meal Requirements. Description: It was asked during the visit what was served for lunch for the children that was in care, the operator stated chicken fingers, french fries, broccoli, milk and yogurt. The meal did not meet the U.S. department of agriculture child and adult care food program minimum meal requirements because the operator did not provide a grain for lunch since it is one of the five components that is needed to be served during meals.	moving forward I will review CACFP meal pattern guideline to ensure all 5 components are present at every meal & will document	9/29/25
5	202.08(12)(c) The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Developing A Written Contract That Specifies The Charge For Child Care And The Expected Frequency Of Payment For The Service. The Contract Shall Be Signed By The Operator And A Parent Or Guardian. Description: A written contract that specifies the charge for child care services and the expected frequency of payment that is signed by a parent or guardian and the operator were missing for children #1, #2, #3 and #4 files.	I will prepare & have parent & sign written contract #1 & #4 that includes charges for care & payment frequency. A signed copy will be kept in each child file	10/1/2025

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6	202.08(12)(f)1-4 Prior To A Child's First Day Of Attendance For Any Child In Care, Obtaining Information On A Form Prescribed By The Department With Enrollment And Health History Information, Including All Of The Following: 1. The Parents' Home And Work Phone Numbers. 2. Health History, Including Information Relating To A Child's Special Health Care Needs And Emergency Care Plan. 3. The Parents' Signed Consent For Emergency Medical Care. 4. A Name And Number To Call If The Child Requires Emergency Medical Care. Description: Children #1 and #2 were missing an emergency contact on the enrollment and health history information form on file. Child #4 was missing an enrollment and health history information form on file.	I will update children #1 & #2 forms to include emergency contact information & complete child #4 missing enrollment & health history form.	10/15/2025
7	202.08(12)(i) The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Informing The Parent In Writing Whether The Premises And Child Care Business Are Covered By A Child Care Liability Insurance Policy. Description: The parent for child #3 did not check the box on the enrollment and health history form stating that the operator discussed whether she has liability coverage for the premises and childcare business with the parent.	I will look at enrollment form completely to make sure everything is checked	10/11/2025

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8	202.08(1m)(a)9. A Certified Child Care Operator Shall Permit A Child Care Certification Worker To Have Unrestricted Access To The Premises, Including Access To Children Served, Child Records, And Any Other Materials Related To Compliance Under This Chapter. Description: The operator was not able to provide staff B's file during the monitoring visit to be reviewed. It was asked that the operator submit a copy of the file to the certifier to be reviewed and as of 9/19/2025, the operator has not submitted documents of staff B's file to the certifier aside from the tuberculosis screen stating that the staff was free from tuberculosis.	I will maintain all staff files in binder on site so they are available immediately for review during future visits. Staff B file be submitted to certifier by due date	12/11/2025
9	202.08(2)(c) The Indoor And Outdoor Areas Of The Home Shall Be Free Of Hazards. Potentially Dangerous Items And Materials Harmful To Children, Including Power Tools, Flammable Or Combustible Materials, Insecticides, Matches, Drugs And Any Articles Labeled Hazardous To Children Shall Be In Properly Marked Containers And Stored In Areas Inaccessible To Children. Description: The air conditioner cord that was plug into the wall was accessible to children.	the air conditioner cord has been secured & is now inaccessible to children. I will conduct monthly safety check to ensure all work & hazard remain out of children reach	9/17/2025

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10	202.08(4)(a) Health Form: A Certified Child Care Operator Shall Have A Current Report Of A Physical Examination On File For Each Child, Including The Operator's Own Children, Who Are Not Enrolled In A Public Or Private School. Description: Child #4 did not have a health form on file.	I will obtain a current health form for child #4 place it in their file.	10/15/2025
11	202.08(4)(e) The Certified Child Care Operator Shall Have On File For Each Child In Care A Record Of The Child's Immunization History To Document Compliance With S. 252.04, Stats., And Ch. Dhs 144. Description: Child #4 did not have a record of an immunization history document on file.	I will obtain child #4 immunization record & keep it in the file to document compliance	10/15/2025

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12	202.08(4m)(e)1.-5. An Operator Shall Ensure That Each Provider, Volunteer, Substitute, And Emergency Back-Up Provider, Receives An Orientation Before Beginning Work That Covers The Following: 1. The Names And Ages Of Children In Care. 2. A Review Of Children's Records, Including Parent And Emergency Contact Information. 3. Specific Information Relating To A Child's Special Health Care Needs, Including Administration Of Medications, Disabilities, Allergies, Or Other Special Health Conditions. 4. A Review Of The Operator's Plan For Responding To Emergencies. 5. A Review Of This Chapter. Description: The operator was not able to provide document that staff B received an orientation before beginning work that covers the following: 1. The names and ages of children in care. 2. A review of children's records, including parent and emergency contact information. 3. Specific information relating to a child's special health care needs, including administration of medications, disabilities, allergies, or other special health conditions. 4. A review of the operator's plan for responding to emergencies. 5. A review of this chapter.	I will document that staff B received a full orientation before working with children including review of children records emergency procedure & this chapter. I will keep signed orientation checklist in each staff file for future hires	9/20/25

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13	202.08(5)(i) The Certified Child Care Operator Shall Keep Current And Accurate Written Records Of The Daily Hours Of Attendance Of Each Child In Care, Including The Actual Arrival And Departure Time Times For Each Child. If Children Are Transported To Or From The Premises Or School By The Operator Or Another Provider On Behalf Of The Operator, The Daily Attendance Record Shall Include The Actual Time The Child Was Picked Up Or Dropped Off. Description: Four children were present and only two children were signed in for the monitoring visit.	I will review sign in out procedures with all staff to ensure every child is signed in & out with exact arrival & departure time each day. Attendance records will be checked daily for accuracy.	9/20/2025

NAME - Agency Worker
Lou Thao

Date Issued
9/19/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

[Handwritten Signature]

Date Signed

10/16/25