

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

Date Correction Plan Due  
5/19/2025

TO FILE A COMPLAINT CALL  
262-446-7800

**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.

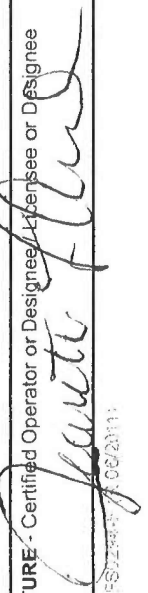
**Instructions:** The Noncompliance Statement below identifies the violation(s) of child care statute and / or administrative rule identified by the certification / licensing specialist. Complete the section labeled "Correction Plan" by indicating the steps that will be taken to address and correct each 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	
Child And Fam Ctrs Of Excellnc Inc		1000557921 / 012 - 1011343	
Address - Facility (Street, City, State, Zip Code)		Telephone Number	
N4w22000 Bluemound Rd Waukesha WI 531868755		262-548-8080	
Rule/Statute Number	Noncompliance Statement	Correction Plan	
Expected Completion Date	Verification Date		
1	251.04(2)(h) <b>Policies Submitted &amp; Implemented</b>  Description: Center did not follow their updated child tracking policy.  Repeat violation: Previously cited on 2/18/2025	Staff were retrained on proper child tracking procedures. Staff involved in incident were given one-on-one training.	3/20/25
2	251.055(1)(a) <b>Supervision Of Children</b>  Description: Five children (ages 4-5 years old) were left unsupervised in a hallway for approximately 3-4 minutes while transitioning from 4k to a Head Start program on March 18, 2025.  Part of Forfeiture Assessment dated January 15, 2024.  Repeat violation: Previously cited on 2/18/2025, 12/19/2023	Staff were retrained on procedures. In addition, since the incident occurred in the hallway, we have changed the procedure so that children do not wait or get transferred in the hallway.	3/20/25

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3 251.055(1)(f) <b>Child Tracking Procedure</b> Description: The child tracking procedure was not followed on 3/18/25 when 12 children were not signed out when received by another teacher. A group of 14 children were not immediately tracked when they were received in a new classroom. Part of Forfeiture Assessment dated January 16, 2024. Part of Enforcement Order dated March 6, 2024. Part of Forfeiture Assessment dated December 23, 2024. Repeat violation: Previously cited on 2/18/2025, 12/16/2024, 2/21/2024, 12/19/2023	Staff were reminded of tracking procedure. Admini strators and Staff problem - solved the transition to enable staff to sign children in right away.	3/21/25	

NAME - Agency Worker  
Sara Cooney, Kristin Lange

Date Issued  
5/2/2025

SIGNATURE - Certified Operator or Designee/Licensee or Designee  


Date Signed  
5/6/25