

<b>Date Correction Plan Due</b> 8/2/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b>
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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> Mulberry Bush-Berry Branch-Ex Mile		<b>Provider Number / Facility ID Number</b> 2000560952 / 004 - 2100926		
<b>Address - Facility (Street, City, State, Zip Code)</b> 411 S Highland Ave Plymouth WI 530732534		<b>Telephone Number</b> 920-892-6922	<b>Date - Regulation Visit</b> 7/12/2024	
	<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)6m. <b>Child Record - Immunization History</b>  Description: Based upon review on July 12, 2024, Child #5 of the Child Record Checklist did not have documentation of immunization history on file.	Immunization Record for Child #5 will be obtained and on file in the center.	8/31/24	
2	251.05(2)(a)2. <b>Staff Record - Completed Background Check</b>  Description: Based upon review on July 12, 2024, Staff Member B and H of the Staff Record Checklist did not have eligible child care background check results on file prior to working with children in care.  Repeat violation: Previously cited on 9/5/2023, 7/19/2023	Staff Members B and H will complete fingerprint-based background checks and put documentation on file in the center.	8/31/24	

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3	<p>251.05(3)(b) <b>Abusive Head Trauma Prevention Training</b></p> <p>Description: Based upon review on July 12, 2024, Staff Member A, D, E, F and H did not complete Abusive Head Trauma training prior to beginning to work with children under 5 years of age.</p> <p>Repeat violation: Previously cited on 7/19/2023, 11/30/2022</p>	<p>Staff Members A, D, E, F and H will complete abusive head trauma prevention training and put documentation on file in the center.</p> <p>Those not yet trained will do so through the DCF website.</p>	8/31/24	
4	<p>251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b></p> <p>Description: Based upon review on July 12, 2024, Staff Member A, B, D and H of the Staff Record Checklist did not have current certificates of completion for infant/child CPR on file.</p> <p>Repeat violation: Previously cited on 7/19/2023</p>	<p>Staff Members A, B, D and H will put current documentation of CPR/AED training on file in the center.</p> <p>CPR/AED and First Aide Training is offered through Plymouth Joint School District.</p>	12/31/24	
5	<p>251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b></p> <p>Description: Based upon review on July 12, 2024, Staff Member A, C, D, F, G and H did not complete training on child abuse and neglect reporting requirements within one after beginning work at the center.</p> <p>Repeat violation: Previously cited on 7/19/2023, 11/30/2022</p>	<p>All staff members will complete child abuse and neglect training and put documentation on file in the center.</p> <p>Those not yet trained will do so through the DCF website.</p>	8/31/24	

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6	<p>251.06(1)(a) <b>Commercial Building Code - Compliance, Inspection Report</b></p> <p>Description: Based upon review on July 12, 2024, the center does not have a building inspection report on file that specifies that the building meets the WI commercial building codes for use as a group child care center.</p> <p>Repeat violation: Previously cited on 7/19/2023</p>	<p>Building Inspection Report will be completed if one does not already exist with the Plymouth Joint School District for Horizon Elementary School.</p> <p>In looking to expand a commercial building code-compliance, inspection report will be done for current and future, expansion site, location at the same time</p>	12/31/24	
7	<p>251.06(2)(d) <b>Access To Materials Potentially Harmful To Children</b></p> <p>Description: Based upon observation on July 12, 2024, there were cleaning supplies accessible to children in the infant room, as the lock on the cabinet was broken.</p>	<p>Lock on cabinet housing cleaning supplies in the infant room will be replaced.</p>	8/31/24	
8	<p>251.06(3)(b)2. <b>Emergencies - Practice Written Plans</b></p> <p>Description: Based upon review on July 12, 2024, the center did not have documentation of the monthly fire and tornado evacuation drills available for review.</p> <p>Repeat violation: Previously cited on 7/19/2023</p>	<p>Documentation of fire and tornado drills are kept by building secretary.</p> <p>Fire drills will be practiced once a month when the principal and secretary are not present, July and August, due to being in an elementary school building. Documentation will be on the Safety and Emergency Respose Document for Group Child Care Centers.</p>	8/31/24	

**NAME** - Agency Worker  
Jamie Brandt

Date Issued  
7/19/2024

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

*Karyn K. Hawn*

Date Signed

*8/2/2024*