

<b>Date Correction Plan Due</b> 3/17/2023	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 608-422-6765
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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> Tenney Nursery And Parent Ctr Inc		<b>Provider Number / Facility ID Number</b> 3000558183 / 001 - 120309		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1321 E Mifflin St Madison WI 53703		<b>Telephone Number</b> 608-255-3250	<b>Date - Regulation Visit</b> 2/10/2023	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(2)(c) <b>Current, Accurate Information</b>  Description: Center did not ensure that all information provided to the department was current and accurate when the director reported to licensing that the maintenance closet faucet water was warm when used to wash children's diaper area but the water was cold due to a failure in plumbing.	Director no longer works for TNPC. When the Board of directors assumed control of the building on 2/13/23 professional plumbing services were hired to remedy the cold water problem. It was found that a mixing valve in the basement was broken and not allowing proper hot water line service. There is hot water now and anti-scalding device (new mixing value) is on order from manufacturer now.	Director no longer works for TNPC 2/13/23 Est completed repair date of 4/14/23 via HJ Pertzborne	
2	251.04(3)(b) <b>Report - Damage To Premises</b>  Description: Center did not report to the department within 24 hours the loss of utility services when, for multiple months every faucet except the kitchen only produced cold water.	When the Board of Directors assumed control of the building on 2/13/23 professional plumbing services were hired to remedy the cold water problem. It was found that a mixing valve in the basement was broken and not allowing proper hot water line service. There is hot water now and anti-scalding device (new mixing value) is on order from manufacturer now.	Director no longer works for TNPC 2/13/23 Est completed repair date of 4/14/23 via HJ Pertzborne	

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3	<p>251.04(3)(jm) <b>Report - Prohibited Actions</b></p> <p>Description: Center director was notified by staff and parents of concerns that Staff A used prohibited actions to guide multiple children's behaviors but did not report to the department within 24 hours as required.</p>	<p>Director no longer works for TNPC. Staff no longer works for TNPC.</p> <p>Director job description will specifically outline mandated reporter obligations. The director will have clear expectations to investigate concerns of community members.</p>	Complete	
4	<p>251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b></p> <p>Description: The center did not maintain a current, accurate written record of the daily attendance when Child 1 was in attendance but not signed in during the licensing visit. A review of attendance records from January 24, 2023 showed Child 9 was not signed out of care.</p>	<p>We must keep current and accurate records are everyday. Staff records will be checked to monitor accuracy.</p>	Compete	
5	<p>251.05(3)(e)2. <b>Center Director - Responsibilities</b></p> <p>Description: Center director did not assume responsibility for the supervision of staff after multiple staff and parents reported concerns regarding the behaviors of Staff A and Staff E and necessary steps to assure the health, safety and welfare of children in care did not occur.</p>	<p>Director no longer works for TNPC. Staff no longer works for TNPC. ED role will have clear outline of responsibilities, especially around reporting/ investigating concerns of community members. Additionally, the BOD will strengthen by-laws with implicit Whistleblower protections for staff to have safe space to share organizational concerns. Parental complaint process to be reviewed and updated using WISSEN resources.</p>	Complete/BOD policy updates by 6/1/23	

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6	<p>251.06(2)(d) <b>Access To Materials Potentially Harmful To Children</b></p> <p>Description: Materials harmful to children were accessible to children during a licensing visit when disinfectant spray was observed to be sitting on the children's table. Additionally, staff reported nicotine gum was stored on a counter within reach of children.</p>	<p>Disinfectant spray is stored in safe location and staff aware of correct practices for classroom safety. The nicotine gum was removed.</p>	Complete	
7	<p>251.06(2)(h) <b>Smoking Prohibited On Premises And In Vehicles</b></p> <p>Description: Staff E was smoking e-cigarettes on the premises, including while supervising children outdoors and in the classroom.</p>	<p>Staff E no longer works for TNPC. TNPC will post no smoking notice and Director will monitor staff for compliance.</p>	Complete	
8	<p>251.06(4)(d) <b>Exits &amp; Passageways - Unobstructed, Minimum Width</b></p> <p>Description: Emergency exits were obstructed in the Caterpillar room by stacks of chairs and in the Rainbow room by ice outside the door.</p>	<p>Emergency Exits are clear and free of obstacles. Fire safety will be reviewed with staff and children on 3/16/23 with Madison Fire Department official. Rainbow Door is working and gutters repaired that caused ice build up behind door.</p>	Complete 3/1/23	

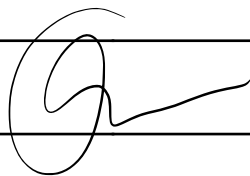
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9	<p>251.07(2)(c) <b>Time-Out - Time Limit</b></p> <p>Description: Staff A used time outs with multiple children, against the center's policy. Time out used by Staff A with Child 5 was approximately 45 minutes long and they did not receive support from Staff A to reflect on their behavior and gain self-control and the child cried the duration of the time out.</p>	<p>Staff A no longer works for TNPC.</p> <p>We will provide training in positive discipline techniques that are trauma- informed to offer best practices for staff.</p>	<p>Complete</p> <p>Training Completed by August 23'</p>	
10	<p>251.07(2)(e) <b>Child Guidance - Prohibited Actions</b></p> <p>Description: Actions that may be psychologically, emotionally or physically painful or discomfoting were used by Staff B when children were washed off with cold water in the maintenance closet following lapses in toileting.</p>	<p>Staff A and Staff B no longer work for TNPC. Hot water service has been repaired.</p>	<p>Complete. Plumbing completed repaired est. 4/14/23</p>	
11	<p>251.07(2)(e)2. <b>Prohibited Actions - Verbal</b></p> <p>Description: Prohibited actions were used when Staff A yelled at multiple children for crying, not cleaning up, not putting on clothing correctly and not lining up correctly. Staff A also yelled at Staff C and Staff F in front of children and prevented staff from caring for children .</p>	<p>Staff A no longer works for TNPC. We will provide training in conscious discipline and trauma-informed care to offer best practices for staff.</p>	<p>Complete</p>	

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12	<p>251.07(2)(e)3. <b>Prohibited Actions - Physical Restraint, Restriction, Enclosure</b></p> <p>Description: Staff A restricted Child 5 to an enclosed, confined space when the child was required to sit in a corner that was partitioned with a gate with cloth attached to prevent the child from seeing others.</p>	<p>Staff A no longer works for TNPC. We will provide training in conscious discipline and trauma-informed care to offer best practices for staff.</p>	Complete	
13	<p>251.07(2)(e)5. <b>Prohibited Actions - Cruel, Aversive, Frightening, Humiliating Actions</b></p> <p>Description: Prohibited actions that were cruel, aversive, frightening or humiliating were used when, after a lapse in toilet training, Child 3 was required by Staff A to pick up their own feces off the floor.</p>	<p>Staff A no longer works for TNPC.</p> <p>We will provide training in positive discipline techniques that are trauma- informed to offer best practices for staff.</p>	<p>Complete</p> <p>Training Complete August 23'</p>	
14	<p>251.07(2)(f) <b>Prohibited Punishment - Toilet Training</b></p> <p>Description: Multiple children were punished for lapses in toilet training, including when Child 4 was excluded from the loft area for months due to lapses in toilet training.</p>	<p>Ensure staff are trained and understand current requirements: DCF 251.09 Additional requirements for infant and toddler care No. 4.</p> <p><a href="https://dcf.wisconsin.gov/files/ccregulation/cclicensing/commentary/251-09.pdf">https://dcf.wisconsin.gov/files/ccregulation/cclicensing/commentary/251-09.pdf</a></p>	4/1/23	

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15	<p>251.07(6)(dm)3.a. <b>Medical Log - Observation Or Evidence Of Injury</b></p> <p>Description: Evidence of injuries were not documented in the center's medical log books after parents reported to staff that they observed a scratch and a bruise on Child 1.</p>	<p>Staff trained to ensure accurate and timely records are kept in the MedLogs. Rainbow room Medlog updated by BOD for incident last fall where event should have been recored.</p>	Complete	
16	<p>251.07(6)(dm)4. <b>Medical Log - Observation Or Evidence Of Injury</b></p> <p>Description: The director did not review the medical log book every six months when a review had not ocured since May, 2022 in the Rainbow room and had not occurred since October, 2019 in the Butterfly room.</p>	<p>ED will be asked ed to review monthly vs every 6months to make sure logs are being used appropriately.</p>	Ongoing	
17	<p>251.07(6)(i)4. <b>Wet Or Soiled Clothing &amp; Diapers</b></p> <p>Description: The center did not change soiled clothing promptly when Staff A routinely required children to wait approximately 10-15 minutes until more children were going to the bathroom before they could be changed following a toileting accident.</p>	<p>Staff A no longer works for TNPC. All staff will be asked to change any soiled diaper/clothing promptly.</p>	Complete	

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18	251.07(7)(c) <b>Pets &amp; Animals - Notification</b>  Description: The center director did not ensure that parents were aware of the presence of pets and animals in the center when Staff E brought a dog to the center and allowed the dog to play with children in the Butterfly classroom multiple times in January and February of 2023.	Staff E no longer works for TNPC. ED and Board of Directors have reviewed policy and found it is clear about how this should have not been allowed to happen in childcare setting. All staff responsible no longer work for TNPC.	Complete	
19	251.09(4)(a)11. <b>Infant &amp; Toddler - Cleaning Child's Diaper Area</b>  Description: Staff A did not wash children's diaper area with a disposable or fabric towel when Staff A required multiple children to clean themselves without assistance following toileting accidents involving feces.	Staff A no longer works for TNPC. Additional staff training on toileting will be required.	Complete by 4/7 staff training on CF 251.09 Additional requirements for infant and toddler care Diapering/Toilet training	

**NAME - Agency Worker**  
Cierrena Spataro-Haynes, Amy Anderson



Date Issued  
3/3/2023

3/15/23

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

Date Signed