

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
920-785-7811

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)(f) 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 Encompass Rosebush Center		Provider Number / Facility ID Number 3000559973 / 004 - 420651		
Address - Facility (Street, City, State, Zip Code) 1275 University Ave Green Bay WI 543021417		Telephone Number 920-436-7549		
Rule/Statute Number Noncompliance Statement		Correction Plan		
1	251.04(6)(c) Daily Attendance Record - Transportation Description: The Daily Transportation Attendance Record for October 31, 2024, failed to be current and accurate. Children were signed into the van/bus at 3:00pm and signed out of the van/bus at 3:15pm, however the children were on the bus/van until 3:45pm as they completed both transportation routes together. The children were signed into the regular classroom for 3:45pm.	DISCUSSION WITH STAFF ABOUT IMPORTANCE OF SIGNING THE CHILDREN IN ACCURATELY. DISCIPLINARY ACTION TAKEN AS WELL.	Expected Completion Date 11-19-24	Verification Date

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Encompass Rosebush Center

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3000559973 / 004 - 420651

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1275 University Ave Green Bay WI 543021417

Telephone Number
920-436-7549

Date - Regulation Visit
11/11/2024

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>2</p> <p>251.055(1)(a) Supervision Of Children</p> <p>Description: On October 31, 2024, a seven-year-old child failed to be supervised by a child care worker who was within sight and sound of the child to guide the child's behavior and activities, prevent harm, and ensure safety when the child was dropped off at a gas station to use the restroom while the child care van waited in the parking lot. The child was unsupervised while in the gas station.</p> <p>Repeat violation: Previously cited on 4/30/2024, 4/18/2024</p>	<p>Discussion with staff about what to do in this situation along with reviewing supervision expectations. Disciplinary action taken as well.</p>	<p>11-19-24</p>	
<p>3</p> <p>251.08(3)(b) Information In Vehicle - Emergency Information</p> <p>Description: Based on record review on 11/11/24 a copy of the completed permission and emergency information forms for each child being transported failed to be in the vehicle during transportation.</p>	<p>Permission + Emergency information moved to the clipboard in the bus.</p>	<p>11-19-24</p>	

NAME - Agency Worker
Cassandra Debauche

Date Issued
12/2/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Cassandra Debauche

Date Signed

12/10/24