

Date Correction Plan Due 6/3/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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 Boys And Girls Club-Daniels-Mardak		Provider Number / Facility ID Number 4000573254 / 006 - 1010766		
Address - Facility (Street, City, State, Zip Code) 4834 N 35Th St Milwaukee WI 53209		Telephone Number 414-578-1228	Date - Regulation Visit 4/15/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(L)1.b. Department Notices Posted Description: An enforcement (Order/Forfeiture) dated 9.20.2023 was reported as being posted in the office and was not posted at the time of the monitoring visit.	DCF Non-compliance statements/ correction plans have been posted.	6/15/2024	
2	251.04(2)(L)2. Items Posted - Visible To Parents Description: An enforcement (Order/Forfeiture) dated 9.20.2023 was reported as posted in the office, where parents aren't allowed during care hours. The enforcement ultimately wasn't posted anywhere within the Center and was reported as being posted out of view of parents.	DCF items are posted that are visible to parents.	6/15/2024	

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3	<p>251.04(6)(a)1. Child Record - Enrollment Information</p> <p>Description: Enrollment forms for Child 1, Child 4 and Child 6 were incomplete at the time of the monitoring visit. Missing information for authorized persons and emergency contacts.</p> <p>Repeat violation: Previously cited on 8/7/2023, 11/28/2022</p>	All children will have immunization history on file. Area Director will review BGCGM policy regarding Child Record - immunization history with School Age Director.	6/30/2024	
4	<p>251.04(6)(b) Current, Accurate Daily Attendance Record</p> <p>Description: Attendance was not accurate at the time of the monitoring visit. There were 30 children present and 29 children signed in on the attendance logs at the time of arrival.</p>	Area Director will trained site staff regarding the Boys & Girls Clubs policy and procedure for taking accurate daily attendance.	6/30/2024	
5	<p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: Staff A, Staff B and Staff C did not have Staff Health Reports available for review. All staff were working with children in care.</p> <p>Repeat violation: Previously cited on 8/7/2023, 11/28/2022</p>	All staff will have their health report on file. Area Director will review the BGCGM policy regarding staff record - physical exams with Club Manager/ School Age Director.	6/30/2024	

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6	251.05(2)(a)4.a. Staff Record - Registry Certificate Description: Registry Certificates were not made available for Staff A, Staff B and Staff C, whom were working with Children in care. Repeat violation: Previously cited on 8/7/2023, 11/28/2022	All staff will have their Registry Certificate on file. Area Director will review the BGCGM policy regarding the Registry Certificate with the Club Manager/ School Age Director.	6/30/2024	
7	251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: Educational qualifications were not available for review for Staff A, Staff B and Staff C. Repeat violation: Previously cited on 11/28/2022	All staff will have proof of educational qualifications contained in the staff file. Area Director will review BGCGM policy regarding educational qualifications on file with Club Manager/ School Age Director.	6/30/2024	
8	251.05(2)(a)5. Staff Record - High School Diploma Description: High School diplomas were not made available for Staff B or Staff C. Repeat violation: Previously cited on 11/28/2022	All staff will have proof of high school diploma or its equivalent contained in the staff file. Area Director will review BGCGM policy regarding high school diploma on file with Club Manager./ School Age Director.	6/30/2024	

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9	<p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: Verification of Abusive Head Trauma was not made available for Staff C; whom was working with Children in care at the time of the monitoring visit.</p> <p>Repeat violation: Previously cited on 8/7/2023, 11/28/2022</p>	All staff will have proof of Abusive Head Trauma Prevention Training contained in the staff file. Area Director will review BGCGM policy regarding the training with Club Manager/ School Age Director.	6/30/2024	
10	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Documentation of CPR trainings were not available for Staff A and Staff C; whom were working with Children in care at the time of the monitoring visit.</p> <p>Repeat violation: Previously cited on 8/7/2023, 11/28/2022</p>	Staff will have their CPR certification documented in staff file. Area Director will ensure that all staff will have proof of CPR certification and/ or schedule training to maintain current certification	6/30/2024	
11	<p>251.05(3)(f)2.b. Child Care Teacher - High School Or Equivalent</p> <p>Description: High School diplomas were not made available for Staff B and Staff C; whom were working alone with Children in care at the time of the monitoring visit.</p> <p>Repeat violation: Previously cited on 8/7/2023</p>	All staff will have proof of high school diploma or its equivalent contained in the staff file. Area Director will review BGCGM policy regarding high school diploma on file with Club Manager/ School Age Director.	6/30/2024	

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12	251.05(3)(f)3. Child Care Teacher - Entry-Level Training Description: Educational qualifications/entry level qualifications were not made available for Staff A, Staff B or Staff C; whom were working with Children in care at the time of the monitoring visit. All three staff were working as lead teachers with no proof of qualifications. Repeat violation: Previously cited on 8/7/2023	All staff will have proof of entry level training contained in the staff file. Area Director will review BGCGM policy regarding entry level training on file with Club Manager/ School Age Director.	6/30/2024	
13	251.05(4)(c)9. Continuing Education - Documentation Of 12 Month Period Description: Continuing education documentation was incomplete for Staff B for the past twelve months; whom was working with Children in care at that time of the monitoring visit. Repeat violation: Previously cited on 8/7/2023, 11/28/2022	All staff will have proof of continuing education contained in the staff file. Area Director will review BGCGM policy regarding continuing education on file with Club Manager/ School Age Director.	6/30/2024	

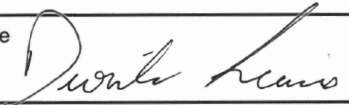
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14	<p>251.055(1)(f) Child Tracking Procedure</p> <p>Description: Child tracking that was being implemented at the time of the monitoring visit failed. There were three groups of children. The teen group had 4 teens signed in and there were 5 teens present in the group.</p> <p>There were two groups outside, in the mindful Mondays group there were 11 children present and only 10 children were documented on the tracking forms at the time of arrival, no children entered while LSs were conducting this review.</p> <p>This violation was previously included in an Order dated 9.20.2023.</p> <p>Repeat violation: Previously cited on 8/7/2023, 11/28/2022</p>	<p>Area Director will review the Boys & Girls Club policy and procedure regarding child tracking with Daniels Mardak staff. Attendance will be tracked at the front door and individual classrooms.</p>	6/30/2024	
15	<p>251.06(2)(b) Electrical Or Hot Surface Protection</p> <p>Description: Electrical outlet in the gymnasium was not covered by a guard and children were present in the gymnasium, therefore accessible to children in care.</p>	<p>Electrical outlet in the gym has been covered. Area Director will review the BGCGM policy regarding outlets with Club Manager/ School Age Director.</p>	6/15/2024	

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16	<p>251.06(2)(d) Access To Materials Potentially Harmful To Children</p> <p>Description: There were multiple items within a □teen room□ that were labeled □keep out of reach of children□ and accessible to children in care that had just exited the room during the monitoring visit. Items such as cleansing alcohol, barbacide, Clorox wipes, etc.</p> <p>This violation was previously included in an Order dated 9.20.2023.</p> <p>Repeat violation: Previously cited on 8/7/2023</p>	<p>Harmful materials have been removed and no longer accessible to children. Area Director will review BGCGM policy and procedure regarding access to potentially harmful materials to children with the School Age Director to ensure materials are not accessible to children.</p>	6/15/2024	
17	<p>251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair</p> <p>Description: Premise was not free from litter, clean and in good repair during the monitoring visit. There were multiple areas of uncleanliness. Litter in the outdoor play space, multiple items of trash/ripped furniture within the teen space. There were many items not put away in mini pals room.</p>	<p>Facility has been cleaned and in good repair. Area Director will review the BGCGM policy on cleanliness with Club Manager/ School Age Director.</p>	6/15/2024	
18	<p>251.094(5)(c)3. School-Age Group Leader - Training</p> <p>Description: Documentation of educational qualifications for school agers was not available for review for Staff A and Staff B.</p>	<p>All staff will have proof of educational qualifications contained in the staff file. Area Director will review BGCGM policy regarding educational qualifications on file with Club Manager/ School Age Director.</p>	6/30/2024	

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NAME - Agency Worker
Mindi Sabljak, Crescenta Sabree

Date Issued
5/20/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee


Deonte Lewis

Date Signed
5/30/2024