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| Date Correction Plan Due 11/6/2024 | 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.

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|---|---|---|---|------------------------------|
| Name - Certified Operator / Licensed Center Bgcgm - Milwaukee Academy Of Science | | Provider Number / Facility ID Number 4000573254 / 015 - 2003620 | | |
| Address - Facility (Street, City, State, Zip Code) 2000 W Kilbourn Ave Milwaukee WI 532331625 | | Telephone Number 414-933-0302 | Date - Regulation Visit 9/16/2024 | |
| | Rule/Statute Number Noncompliance Statement | Correction Plan | Expected Completion Date | Verification Date |
| 1 | 251.04(6)(a) Child Record - Maintenance & Availability Description: Children's files were not available at the time of the monitoring visit. LS gave until 7am the following day of visit. LS has yet to receive any files requested as of 10.14.2024. | BGCGM Area Director will ensure that staff records will be accessible to DCF. | 11/29/2024 | |
| 2 | 251.04(6)(a)1. Child Record - Enrollment Information Description: There were not enrollment forms made available for review. Repeat violation: Previously cited on 12/13/2023, 12/6/2022 | All children will have complete enrollment information available for review. Area Director will review BGCGM policy regarding Child Record - enrollment Information with School Age Director. | 11/29/2024 | |

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| 3 | 251.04(6)(a)2. Child Record - Emergency Medical Consent Description: There was no emergency medical consent made available for review. | Child Record - Emergency Medical Consent form is available. Area Director will review the BGCGM Child Record - Health History policy and procedure with site School Age Director and staff. | 11/29/2024 | |
| 4 | 251.04(6)(a)6. Child Record - Health History Description: There were no health history exams made available for review. Repeat violation: Previously cited on 12/13/2023 | Child health and history form is available. Area Director will review the BGCGM Child Record - Health History policy and procedure with site School Age Director and staff. | 11/29/2024 | |
| 5 | 251.04(6)(a)6m. Child Record - Immunization History Description: There was no immunization history□s made available for review. Repeat violation: Previously cited on 12/6/2022 | All children will have immunization history on file. Area Director will review BGCGM policy regarding Child Record - immunization history with School Age Director. | 11/29/2024 | |
| 6 | 251.04(6)(b) Current, Accurate Daily Attendance Record Description: Attendance with a time in and time out, was not available at the time of the monitoring visit. Nor was there any prior attendance records made available when requested to review. Repeat violation: Previously cited on 12/13/2023 | Area Director will trained site staff regarding the Boys & Girls Clubs policy and procedure for taking accurate daily attendance. | 11/29/2024 | |

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| 7 | <p>251.05(2)(a)1. Staff Record - Personal Information</p> <p>Description: Staff C did not have a Staff Record available for review .</p> <p>This violation was previously included on an Order dated December 19, 2023 and a Warning Letter dated January 6, 2024.</p> <p>Repeat violation: Previously cited on 12/13/2023, 12/6/2022</p> | All staff will have their required personal information contained in the staff file. Area Director will review BGCGM policy regarding Staff Record - Personal Info with the School Age Director | 11/29/2024 | |
| 8 | <p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: Staff A, B, C did not have a Staff physical health report available for review.</p> <p>Repeat violation: Previously cited on 12/13/2023, 12/6/2022</p> | All staff will have their health report on file. Area Director will review the BGCGM policy staff record - physical exams with the School Age Director. | 11/29/2024 | |
| 9 | <p>251.05(2)(a)4.b. Staff Record - Registry Certificate - School Age Programs</p> <p>Description: Staff A, B and C did not have a registry certificate available for review.</p> <p>Repeat violation: Previously cited on 12/13/2023, 12/6/2022</p> | Staff records will be stored in a way that they can be accessed by DCF. Area Director will ensure that a copy of the Registry Certificate is placed in staff file records. | 11/29/2024 | |

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| 10 | <p>251.05(2)(a)4.d. Staff Record - Educational Qualifications</p> <p>Description: Staff A, B, C did not have any educational qualifications available for review. This violation was previously included on an Order dated December 19, 2023 and a Warning Letter dated January 6, 2024.</p> <p>Repeat violation: Previously cited on 12/13/2023, 12/6/2022</p> | Area Director will ensure that staff in question have the educational qualifications needed to provide care to school age children. | 11/29/2024 | |
| 11 | <p>251.05(2)(a)5. Staff Record - High School Diploma</p> <p>Description: Staff A, B, C did not have high school diploma or equivalent, available for review.</p> <p>Repeat violation: Previously cited on 12/13/2023, 12/6/2022</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 CLC Manager. | 11/29/2024 | |
| 12 | <p>251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: Staff hours and days were not documented or available for review at the time of the visit.</p> | Staff days and hours worked will include what room staff are working to meet staff tochild ratio. | 11/29/2024 | |

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| 13 | <p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Staff B, working with children, did not have verification of obtaining CPR training.</p> <p>This violation was previously included on an Order dated December 19, 2023 and a Warning Letter dated January 6, 2024.</p> <p>Repeat violation: Previously cited on 12/13/2023, 12/6/2022</p> | <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</p> | 11/29/2024 | |
| 14 | <p>251.05(4)(a) Staff Orientation - Develop, Implement, Document</p> <p>Description: Staff A had an incomplete orientation. Staff C did not have an orientation available for review.</p> <p>This violation was previously included on an Order dated December 19, 2023 and a Warning Letter dated January 6, 2024.</p> <p>Repeat violation: Previously cited on 12/13/2023, 12/6/2022</p> | <p>Staff will have their orientation documented in staff file. Area Director will review BGCGM policy regarding staff orientation with the School Age Director.</p> | 11/29/2024 | |

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| 15 | <p>251.055(1)(f) Child Tracking Procedure</p> <p>Description: Child tracking was not being properly implemented at the time of the monitoring visit. There were 30 children on the tracking sheets in the outdoor play space and only 18 present. There were 9 children present in the gym and 11 signed in on the tracking sheet at the time of the monitoring visit.</p> <p>This violation was previously included on an Order dated December 19, 2023 and a Warning Letter dated January 6, 2024.</p> <p>Repeat violation: Previously cited on 12/13/2023, 12/6/2022</p> | <p>Area Director will work with the School Age Director to train staff regarding the Boys & Girls Club policy and procedure regarding child tracking. Attendance will be tracked at the front door and individual classrooms.</p> | 11/29/2024 | |
| 16 | <p>251.06(11)(b)5. Outdoor Play Space - Energy-Absorbing Surfaces</p> <p>Description: Outdoor playspace does not have 9 inches of energy absorbing material under equipment over 4 feet tall.</p> <p>This violation was previously included on a Warning Letter dated January 6, 2024.</p> <p>Repeat violation: Previously cited on 12/6/2022</p> | <p>BGCGM Area Director will work with the School Age Director and day school staff to ensure that outdoor play space has at least 9 inches of energy absorbing material.</p> | 11/29/2024 | |

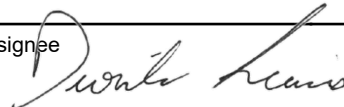
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| 17 | <p>251.06(2)(a) Potential Source Of Harm On Premises</p> <p>Description: Multiple tripping hazards (even reported by staff) in the outdoor playspace as the barrier is no longer covered by energy absorbing materials.</p> <p>This violation was previously included on a Warning Letter dated January 6, 2024.</p> <p>Repeat violation: Previously cited on 12/6/2022</p> | <p>Tripping hazards have been removed. Area Director will review with the School Age Director the BGCGM policy and procedure regarding the potential source of harm on premises.</p> | 11/29/2024 | |
| 18 | <p>251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills</p> <p>Description: There was not documented Fire and Tornado drills available for review at the time of the monitoring visit.</p> <p>Repeat violation: Previously cited on 12/13/2023, 12/6/2022</p> | <p>Area Director will review BGCGM policy and procedure regarding record of fire / tornado drills with School Age Director.</p> | 11/29/2024 | |
| 19 | <p>251.06(4)(jm)2. Fire Alarms & Smoke Detectors - Testing</p> <p>Description: Fire alarm and smoke detectors have no documentation of being tested monthly.</p> | <p>Area Director will work with School Age Director and day school staff to ensure that fire alarms and smoke detector testing is documented on a monthly basis.</p> | 11/29/2024 | |

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| 20 | 251.07(5)(a)6. Menus - Changes Description: Menu changes were not conducted after a change. Meals were not produced for the day of the visit and the Staff ordered pizza for the children. | Updated menu has been posted. | 11/29/2024 | |

NAME - Agency Worker
Mindi Sabljak

Date Issued
10/23/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Deonte Lewis

Date Signed
11/4/2024