

<b>Date Correction Plan Due</b> 4/21/2023	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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>		<b>Provider Number / Facility ID Number</b>		
Ymca - Faith United Methodist Church		5000560455 / 064 - 2002296		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1025 Tullar Rd Neenah WI 549565130		<b>Telephone Number</b> 920-209-1448	<b>Date - Regulation Visit</b> 4/3/2023	
	<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) <b>Child Record - Maintenance &amp; Availability</b>  Description: Of 30 Children's Records reviewed that were attending this week 1 failed to be on file/available for review.	Document is printed and on file at location.	4.21.23	
2	251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b>  Description: Of 9 Staff Records reviewed 1 was missing documentation of an exam.	Staff person has required licensing form. Will return to office after doctor signs.	5.1.23	

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1025 Tullar Rd Neenah WI 549565130		920-209-1448	4/3/2023	
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3	<p>251.05(2)(a)4.b. <b>Staff Record - Registry Certificate - School Age Programs</b></p> <p>Description: Of 9 Staff Records reviewed 4 were missing a certificate from the Registry for their qualifications.</p>	<p>All 4 staff's application for registry certification has been submitted.</p> <p>Registry is behind in processing applications by 2-3 months.</p> <p>Certificates will be placed in files once received.</p>	9.1.23	
4	<p>251.05(2)(a)4.d. <b>Staff Record - Educational Qualifications</b></p> <p>Description: Of 9 Staff Records reviewed 1 was missing documentation of their qualifications.</p> <p>Repeat violation: Previously cited on 3/23/2022</p>	<p>College transcripts for this employee have been obtained and are in the staff file.</p>	4.21.23	
5	<p>251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b></p> <p>Description: Of 9 Staff Records reviewed 1 was missing documentation of current CPR training.</p> <p>Repeat violation: Previously cited on 3/23/2022</p>	<p>Staff person was previously qualified and recently expired.</p> <p>Class set up for staff on 4/29/23.</p>	5.8.23	
6	<p>251.07(6)(dm)3.c <b>Medical Log - Medication Administration</b></p> <p>Description: Medication administration failed to be logged in the Medical Logbook as required. It was documented on the child's authorization sheet.</p>	<p>Staff will enter all medication into the med log book per requirements.</p>	4.3.23	

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7	251.07(6)(f)1.a. <b>Medication Administration - Parent Authorization</b>  Description: A medication authorized failed to be competed/updated for Spring break week of care. The authorization was on file was from Christmas break.	A new form is on file with dates to include Spring Break.	4.21.23

**NAME** - Agency Worker  
Ruth Sprangers

Date Issued  
4/7/2023

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



Date Signed  
4.18.23