

<b>Date Correction Plan Due</b> 3/6/2023	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Bright Horizons At Watertown Plank Address - Facility (Street, City, State, Zip Code) 8624 W Watertown Plank Rd Wauwatosa WI 532263550		<b>Provider Number / Facility ID Number</b> 6000558236 / 011 - 2000071	
<b>Telephone Number</b> 414-771-2034		<b>Date - Regulation Visit</b> 2/10/2023	
<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1 251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b>  Description: Staff E physical exam does state employee is physically able to work with children.	Center administrative staff will ensure that all staff physicals are complete and indicate physical ability to work with children. Regional Manager will audit during visits for compliance.	3/31/23	
2 251.06(9)(d)1.c. <b>Food Storage - Cold Storage Thermometers</b>  Description: The thermometer in the kitchen freezer and Infant 2 room refrigerator is not accurate.	Thermometers have been replaced and will be checked weekly by center staff, and monthly by center administration going forward to ensure proper function and operation.	2/14/23	

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3  251.06(9)(d)2.a. <b>Food Storage - Dry Food</b>  Description: Bag of wheat pasta was not stored in a zip loc or food grade container.  Repeat violation: Previously cited on 2/8/2022	All food will be properly stored in a ziploc or kitchen grade sealed container. Pasta has been sealed in a ziploc bag. Kitchen staff will ensure proper food storage daily, and center administration will monitor monthly for compliance. Regional Manager will audit during center visits.	2/10/23	
4  251.07(6)(f)1.a. <b>Medication Administration – Parent Authorization</b>  Description: Authorization for A & D ointment did not include administration instructions.	Families will complete an authorization form which includes the name of the ointment, authorization for use with specific instructions of application. Center administration will audit forms upon enrollment and ongoing to ensure the specific criteria are met before administration.	3/3/2023	
5  251.07(6)(f)5. <b>Medication Administration – As Labeled &amp; Authorized</b>  Description: A& D ointment authorized for diapering was applied to the child's face when he bumped his cheek and had a red mark.	The family was contacted immediately by Center leadership and asked to provide a separate ointment if they wanted it used for child for a different purpose. Going forward a separate ointment will be requested for any families wishing to have it used for multiple purposes and kept in a separate container within the classroom.	3/3/2023	
6  251.07(6)(i)2. <b>Adult Handwashing</b>  Description: Childcare teacher wiped a child's nose without washing her hands after changing the diaper.	Diaper Changing procedure and handwashing procedure reviewed with all staff on 2/13/23. Staff will ensure to wash hands after every diaper change. Center administration will complete observations and team meetings to monitor successful implementation of expectations.	2/13/23	



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<b>7</b> <b>251.09(1)(c)</b> <b>Infant &amp; Toddler - Documenting Changes In Development</b> Description: Staff did not document changes in amount of formula served to an infant. Repeat violation: Previously cited on 2/8/2022	The center will ensure that past forms remain in the classroom as parents and staff update the contents contained within the forms. All historical forms will remain available as well within the centers database. Center admin will audit quarterly that all forms are updated and remain within the classrooms.	2/13/23	
<b>8</b> <b>251.09(4)(a)5.</b> <b>Infant &amp; Toddler - Soiled Diapers Disposal</b> Description: Child Care worker did not use the hands free option when placing soiled diapers in the garbage.	Diaper changing procedures were reviewed with all staff on 2/13/23. Center administration will conduct observations and team meetings each month to ensure consistency in practice and procedures.	2/13/23	

**NAME - Agency Worker**  
Charlene Langsdorf

**Date Issued**  
2/20/2023

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

**Date Signed**

2/28/23