

Date Correction Plan Due  
4/4/2024

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

TO FILE A COMPLAINT CALL  
608-422-6765

**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

Provider Number / Facility ID Number

Y Kids

9000556279 / 015 - 1012207

Address - Facility (Street, City, State, Zip Code)  
220 Corporate Dr Beaver Dam WI 53916

Telephone Number  
920-887-8811

Date - Regulation Visit  
3/6/2024

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>1 251.05(2)(a)1. <b>Staff Record - Personal Information</b></p> <p>Description: An employee's name, address, date of birth, education, position, previous work experience in childcare, including the reason for leaving previous positions, and the name, address, and telephone numbers of persons to be notified in an emergency were not recorded when the licensee did not maintain a file with staff A's personal information.</p>	<p>Completed and put in the staff file on 3-7-24.</p>	<p>3-7-24</p>	
<p>2 251.05(2)(a)8. <b>Staff Record - Orientation</b></p> <p>Description: Documentation of compliance with orientation requirements were not recorded when Staff A does not have a record of having an orientation.</p>	<p>Completed and put in the staff file on 3-7-24.</p>	<p>3-7-24</p>	

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3 251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b> Description: The biennial training on child abuse and neglect was not completed every two years when Staff B completed the training on November. 9, 2021.	Completed and put in the staff file on 3-29-24	3-29-24	
4 251.06(4)(d) <b>Exits &amp; Passageways - Unobstructed, Minimum Width</b> Description: Exit passageways did not have a minimum clear width of three feet and were obstructed by furniture when shelves were placed across the classroom floor to prevent the toddlers from accessing another area of the room which is where the exit is located.	Talked with teachers on how their must be atleast a 3 foot walkway to get to the door in case of emergencies.	3-11-24	
5 251.06(9)(d)1.b. <b>Food Storage - Refrigeration Units</b> Description: Each refrigerator unit was not maintained at 40 degrees or lower when the refrigerator in the toddler room was 42 degrees.	Adjusted Temperature Control and now reads 40° or lower.	3-11-24	

NAME - Agency Worker  
Kimberly Liebhart

Date Issued  
3/21/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

*Kimberly Liebhart*

4-1-24