

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
608-422-6765

Date Correction Plan Due
2/25/2025

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 Sacc Washington
Provider Number / Facility ID Number 9000556279 / 007 - 120739

Address - Facility (Street, City, State, Zip Code) 600 Grove Beaver Dam WI 539161314
Telephone Number 920-887-8811
Date - Regulation Visit 2/7/2025

Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>1 251.04(7)(c) Access To Records - Licensing Representative</p> <p>Description: All records required by the department were initially not available to the licensing specialist when a staff denied the licensing specialist access to the children's records and the medical log book.</p>	<p>Will discuss with staff that they cannot withhold giving records to licensing specialist.</p>	2/24/25	
<p>2 251.05(4)(b) Staff Meetings</p> <p>Description: The center is not conducting in person staff meetings one time for each month of center operation when staff reported not having an in person staff meeting since October 2024.</p>	<p>Staff meetings have been scheduled out till May. calendars with staff meeting dates have been given to site.</p>	2/24/25	

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>3</p> <p>251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills</p> <p>Description: Fire evacuation plans were not practiced monthly when the fire emergency plan was not practiced in January 2025.</p>	<p>calendar of expected dates to run fire / tornado drills has been given to site.</p>	<p>2/21/25</p>	
<p>4</p> <p>251.07(5)(b)2. Mealtime - Socialization</p> <p>Description: Meals were not served to allow for socialization when teachers served snack to children sitting at their individual tables while the children were reading.</p>	<p>will discuss at staff meeting 2/26/25</p>	<p>2/26/25</p>	
<p>5</p> <p>251.07(5)(b)5. Eating Surfaces - Cleaned, Sanitized</p> <p>Description: Eating surfaces were not washed and sanitized before and after each use when the tables were not washed and sanitized before snack was served.</p>	<p>will discuss at staff meeting 2/26/25 and set cleaning expectations</p>	<p>2/26/25</p>	
<p>6</p> <p>251.07(6)(dm)4. Medical Log - Reviewing Injury Records</p> <p>Description: The director did not review records of injuries with staff every 6 months to ensure all possible preventive measures are being taken when the medical log book was reviewed in April 2024. Repeat violation: Previously cited on 1/17/2024, 4/26/2023</p>	<p>will ensure med log is being reviewed and signed according to licensing standards</p>	<p>2/21/25</p>	

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2/17/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
7 251.07(6)(i)1. Washing Child's Hands & Face Description: Children's hands were not washed with soap and water before snack.	Will discuss at staff meeting 2/26/25 and set expectations for washing	2/26/25	

NAME - Agency Worker
Kimberly Liebhart



Date Issued
2/11/2025

2/24/25

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed