

<b>Date Correction Plan Due</b> 8/17/2022	<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> Silver Maple Daycare		<b>Provider Number / Facility ID Number</b> 8000584088 / 001 - 1013647		
<b>Address - Facility (Street, City, State, Zip Code)</b> 5190 S 18Th Ave West Bend WI 53095		<b>Telephone Number</b> 262-674-1184	<b>Date - Regulation Visit</b> 7/22/2022	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(2)(L)1.a. <b>Monitoring Results Posted</b>  Description: Based upon observation on July 22, 2022, the most current monitoring results from August 20, 2021 were not posted at the center.	Monitoring Results will be posted immediately	2/14/23	
2	251.04(6)(a)1. <b>Child Record - Enrollment Information</b>  Description: Based upon review on July 22, 2022, Child # 1, 2 and 5 of the Child Record Checklist did not have physician or medical facility information on file.	parents were informed and will need to submit paperwork no later than 8/1/23	3/1/23	

<b>Name - Certified Operator / Licensed Contor</b> Silver Maple Daycare		<b>Provider Number / Facility ID Number</b> 8000584088 / 001 - 1013647	
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3	251.04(6)(a)8m. <b>Child Record - Immunization History</b>  Description: Based upon review on July 22, 2022, Child #1, 2 and 4 of the Child Record Checklist did not have an immunization history on file.	parents were informed of missing records and will need to turn in no later 3/1/23	3/1/23
4	251.04(6)(a)8.a. <b>Child Record - Physical Exam - Under 2</b>  Description: Based upon review on July 22, 2022, Child #5 of the Child Record Checklist did not have a Child Health Report on file.	parents were informed of missing records and will need to turn in no later than 3/1/23	3/1/23
5	251.04(6)(a)8.b. <b>Child Record - Physical Exam - Over 2, Under 5</b>  Description: Based upon review on July 22, 2022, Child #3 of the Child Record Checklist did not have a current Child Health Report on file.  Based upon review on July 22, 2022, Child #4 of the Child Record Checklist did not have a Child Health Report on file.	parents were informed of missing records and will need to turn in no later than 3/1/23	3/1/23

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6	<p>251.04(8)(b) <b>Biennial Training - Child Abuse &amp; Neglect</b></p> <p>Description: Based upon review on July 22, 2022, Staff Member C of the Staff Record Checklist did not have a current certificate of completion for the biennial child abuse and neglect training.</p> <p>Repeat violation: Previously cited on 8/20/2021</p>	<p>staff will complete training no later than 3/1/23</p>	<p>3/1/23</p>
7	<p>251.05(2)(a) <b>Staff Record - Maintenance &amp; Availability</b></p> <p>Description: Based upon review on July 22, 2022, there were no staff files available for review for Staff Member A, B and D of the Staff Record Checklist.</p>	<p>files have been updated</p>	<p>2/1/23</p>
8	<p>251.05(2)(a)2. <b>Staff Record - Completed Background Check</b></p> <p>Description: Based upon review on July 22, 2022, two child care workers did not have a completed background check prior to being left alone with children in care.</p> <p>Repeat violation: Previously cited on 8/23/2021, 6/16/2021</p>	<p>all background checks have been completed</p>	<p>2/1/23</p>

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9	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Based upon review on July 22, 2022, Staff Member C of the Staff Record Checklist did not have a current certificate of completion for CPR training.</p> <p>Repeat violation: Previously cited on 8/20/2021</p>	<p>Staff members will complete training by 3/15/23</p>	3/15/23	
10	<p>251.05(4)(c)1. Continuing Education Requirement - Full Time Staff</p> <p>Description: Based upon review on July 22, 2022, Staff Member C of the Staff Record Checklist did not have any continuing education hours for 2021.</p> <p>Repeat violation: Previously cited on 8/20/2021</p>	<p>Staff member will complete cont. ed</p>	4/1/23	
11	<p>251.055(1)(b) Supervision - Teacher Per Group Of Children</p> <p>Description: Based upon observation on July 22, 2022, there were two child care workers in the Mickey Room with 16 children over the age of 2. Neither child care worker was teacher qualified.</p> <p>Based upon observation on July, 22, 2022, there was one child care worker in the Curious Room with 7 children 2 years of age. The child care worker was not teacher qualified.</p>	<p>Staff member are working on and have completed the required qualification</p>	4/1/23	



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12	<p>251.055(2)(b) <b>Staff-To-Child Ratios - Minimum</b></p> <p>Description: Based upon review on July 22, 2022, there were five 1-year-old children and one child care worker in the Dalmatian room on July 18, 2022.</p> <p>Based upon observation on July 22, 2022, there were seven 2-year-old children and one child care worker in the Curious room during the visit.</p>	We will move children around to maintain numbers	8/1/23	
13	<p>251.06(2)(d) <b>Access To Materials Potentially Harmful To Children</b></p> <p>Description: Based upon observation on July 22, 2022, the cabinet lock in the Jungle and Pooh rooms were broken, leaving cleaning supplies accessible to children.</p> <p>Repeat violation: Previously cited on 8/20/2021</p>	lock has been replaced	11/1/23	
14	<p>251.06(2)(i) <b>Deteriorating Paint</b></p> <p>Description: Based upon observation on July 22, 2022, the half wall in the Curious Room had chipped and peeling paint.</p>	Curious room was has been repaired	11/1/22	

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15	<b>251.06(4)(a)</b> <b>Fire Extinguishers - Operable, Inspected, Labeled</b>  Description: Based upon observation on July 22, 2022, the fire extinguishers were last serviced in August 2019.  Repeat violation: Previously cited on 8/20/2021	fire ext. have been serviced	2/1/23	
16	<b>251.07(4)(c)</b> <b>Naps Or Rest Periods - Sleeping Surfaces - Children Under 1</b>  Description: Based upon observation on July 22, 2022, the pack & plays in Pooh room were not two feet apart.	pack & plays have been moved	12/1/22	
17	<b>251.07(5)(a)4.</b> <b>Meals &amp; Snacks - Minimum Meal Requirements</b>  Description: Based upon review on July 22, 2022, Pop Tarts were served for the morning snack.	when serving pop-tarts we will make sure they are w/wheat	2/1/23	
18	<b>251.09(1)(L)</b> <b>Infant &amp; Toddler - Soft Materials in Cribs</b>  Description: Based upon observation on July 22, 2022, there was a 5-month-old child sleeping in a pack & play in the Pooh room with a blanket.	blankets will not be in cribs	12/1/22	

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**NAME - Agency Worker**  
Jamie Brandt

**Date Issued**  
8/3/2022

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

**Date Signed**