

Date Correction Plan Due 5/25/2023	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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

Name - Certified Operator / Licensed Center Silver Maple Daycare		Provider Number / Facility ID Number 8000 84088 / 001 - 1013647		
Address - Facility (Street, City, State, Zip Code) 5190 S 18Th Ave West Bend WI 53095		Telephone Number 262-674-1184	Date - Regulation Visit 4/19/2023	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(g)1. Certificate Of Insurance - Dates Of Coverage Description: Based upon review on April 19, 2023, the center did not have a current certificate of insurance on file with the Department.	Insurance is on file	5/22/23	
2	251.04(2)(h) Policies Submitted & Implemented Description: Based upon review on April 19, 2023, the center did not have a current set of policies on file with the Department.	Current set of policies will be sent to department	6/1/23	

finding or a future finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

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3	251.04(2)(L)1.a. Monitoring Results Posted Description: Based upon observation on April 19, 2023, the most recent noncompliance statement and correction plan from the February 6, 2023 visit were not posted at the center. Repeat violation: Previously cited on 12/20/2022, 10/18/2022, 7/22/2022	Current correction plan will be posted	6/1/23	
4	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Based upon review on April 19, 2023, Staff Member A of the Staff Record Checklist did not have a Staff Health Report on file within 30 days of being hired.	Staff A will have physical exam done and on file	6/15/23	

5	<p>251.05(2)(a)4.d. Staff Record - Educational Qualifications</p> <p>Description: Based upon review on April 19, 2023, Staff Member C of the Staff Record Checklist did not have lead teacher education qualifications on file when they were being used as a lead teacher on the day of the visit.</p> <p>Repeat violation: Previously cited on 12/20/2022</p>	<p>Staff member completed her continuing education for lead teacher waiting on certification</p>	6/5/23	
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6	<p>251.05(2)(a)5. Staff Record - High School Diploma</p> <p>Description: Based upon review on April 19, 2023, Staff Member C of the Staff Record checklist, who was being used as a lead teacher, did not have documentation of a high school diploma or its equivalent on file.</p>	<p>Staff will turn in the required documentation</p>	6/10/23	

7	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Based upon review on April 19, 2023, Staff Member C of the Staff Record Checklist did not have a certificate of completion for infant and child CPR within 3 months of beginning to work with children.</p> <p>Repeat violation: Previously cited on 12/20/2022, 7/22/2022, 8/20/2021</p>	Staff members will complete their requirements for CPR	6/26/23	
8	<p>251.06(2)(d) Access To Materials Potentially Harmful To Children</p> <p>Description: Based upon observation on April 19, 2023, the lower cabinet lock in the Jungle Room was broken, leaving cleaning supplies accessible to 1-year-old children.</p> <p>Repeat violation: Previously cited on 10/18/2022, 7/22/2022, 8/20/2021</p>	Cabinet latch broke that morning and was fixed immediately	4/19/23	

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9	<p>251.06(6)(b)1.a. Private Well - Annual Bacteria Test</p> <p>Description: The center was not able to provide a laboratory report for bacteria upon the Department's request on April 19, 2023.</p>	Laboratory test will be completed and available	6/15/23	

10	251.06(6)(b)2.a. Private Well - Annual Nitrate Test Description: The center was not able to provide a laboratory report for nitrates upon the Department's request on April 19, 2023.	Laboratory test will be completed and available	6/15/23	
11	251.06(6)(b)3.a. Private Well - Lead Test Description: The center was not able to provide a laboratory report for lead upon the Department's request on April 19, 2023.	Laboratory test will be completed and available	6/15/23	
12	251.07(5)(a)4. Meals & Snacks - Minimum Meal Requirements Description: Based upon review on April 19, 2023, several snacks served in April did not meet the U.S. Department of Agriculture Child & Adult Care Food Program food type minimum requirements. Repeat violation: Previously cited on 7/22/2022	The unapproved snacks have been removed from the menus	5/22/23	

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NAME - Agency Worker
Jamie Brandt

Date Issued
5/11/2023

SIGNATURE - Certified Operator or Designee / Licensee or Designee.

Keri Lehn. 5/25/23

Date Signed