

| | | |
|---------------------------------------|--|--|
| Date Correction Plan Due 6/29/2021 | NONCOMPLIANCE STATEMENT AND CORRECTION PLAN | TO FILE A COMPLAINT CALL 715-930-1148 |
|---------------------------------------|--|--|

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 Little Sprouts Academy Menomonie | | Provider Number / Facility ID Number 8000586858 / 001 - 2000135 | | |
| Address - Facility (Street, City, State, Zip Code) 425 Technology Dr E Menomonie WI 547512300 | | Telephone Number 715-233-2035 | Date - Regulation Visit 6/10/2021 | |
| | Rule/Statute Number Noncompliance Statement | Correction Plan | Expected Completion Date | Verification Date |
| 1 | 251.04(6)(a)1. Child Record - Enrollment Information Description: On 6/10/21, child care enrollment information was not observed on file for Child #9. | Form was in the center; it was added to the child's file. | 06/21/2021 | |
| 2 | 251.04(8)(b) Biennial Training - Child Abuse & Neglect Description: On 6/10/21, a current certificate of completion of the biennial training in child abuse & neglect laws, identification, and reporting procedures within the past 24 months was not observed for employee B. | Forms were in the building, just hadn't been placed in the file. Were put in staff's file. | 06/21/2021 | |

| | | | |
|---|--|---|---|
| Name - Certified Operator / Licensed Center Little Sprouts Academy Menomonie | | Provider Number / Facility ID Number 8000586858 / 001 - 2000135 | |
| Address - Facility (Street, City, State, Zip Code) 425 Technology Dr E Menomonie WI 547512300 | | Telephone Number 715-233-2035 | Date - Regulation Visit 6/10/2021 |
| | Rule/Statute Number Noncompliance Statement | Correction Plan | Expected Completion Date Verification Date |
| 3 | <p>251.05(2)(a)1. Staff Record - Personal Information</p> <p>Description: On 6/10/21, a staff record was not found on file for employee B.</p> <p>Repeat violation: Previously cited on 9/13/2019</p> | File was located online in BambasHR. Was printed & put in staff's folder. | 06/21/2021 |
| 4 | <p>251.05(2)(a)4.a. Staff Record - Registry Certificate</p> <p>Description: On 6/10/21, a certificate from the The Registry was not observed on file for employee E who has worked at the center for more than 6 months, documenting that the child care worker has met the educational qualifications for the position of a teacher.</p> | Certificate was in our Registry portal. Was now printed & put in staff file. | 06/21/2021 |
| 5 | <p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: On 6/10/21, a current certificate of completion for infant and child cardiopulmonary resuscitation was not observed on file for employee F.</p> | Training was completed; were waiting on the certificate. Certificate has been placed in employees file. | 06/21/2021 |

| Name - Certified Operator / Licensed Center Little Sprouts Academy Menomonie | | Provider Number / Facility ID Number 8000586858 / 001 - 2000135 | |
|---|---|--|---|
| Address - Facility (Street, City, State, Zip Code) 425 Technology Dr E Menomonie WI 547512300 | | Telephone Number 715-233-2035 | Date - Regulation Visit 6/10/2021 |
| | Rule/Statute Number Noncompliance Statement | Correction Plan | Expected Completion Date |
| 6 | 251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: On 6/10/21, documentation of updates on a child's development and routine changes within the last 3 months was not observed on file. Rule requires that every 3 months a child's development and routine changes be documented based on discussion with the parent. | form wasn't updated on-time. Reminded staff of 3 month rule; staff marked calendar to ensure it's completed on-time in the future. | 06/21/2021 |
| 7 | 251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection Description: On 6/10/21, a two inch rip was observed on the diaper changing pad in the Pee Wee classroom. | New Changing pad has been ordered. | 06/20/2021 |

NAME - Certification Worker / Licensing Specialist
Sarah Yang

Date Issued
6/15/2021

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Gabriela Egan

Date Signed
06/21/2021