

Date Correction Plan Due  
11/21/2025

**NONCOMPLIANCE STATEMENT AND CORRECTION  
PLAN**

TO FILE A COMPLAINT CALL

**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

Kim Lewis

Provider Number / Facility ID Number

2000590002 / 001

Address - Facility (Street, City, State, Zip Code)

2430 W Vine St Milwaukee WI 532051416

Telephone Number

414-339-5472

Date - Regulation Visit

11/4/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>202.08(1)(b)5. After Completion Of Preservice Training Under Subd 3., A Child Care Provider Shall Receive And Document Receiving At Least 5 Hours Of Qualifying Continuing Education Annually. Continuing Education Qualifies Under This Subdivision If It Covers Any Of The Topics Listed Under 202.08(1)(B)5. A. Through N.</p> <p>Description: The operator was not able to provide documentation that she has received 5 hours of qualifying continuing education annually.</p>	<p>Will have my 5 hours completed By The End of Year And will have my hours completed in each year before time</p>	<p>12/31/2025</p>	

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2	<p>202.08(12)(c) <b>The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Developing A Written Contract That Specifies The Charge For Child Care And The Expected Frequency Of Payment For The Service. The Contract Shall Be Signed By The Operator And A Parent Or Guardian.</b></p> <p>Description: A written contract that specifies the charge for child care services and the expected frequency of payment that is signed by a parent or guardian and the operator was missing for child #1.</p>	<p>Check each file to make sure all paperwork is the correct form and is filled out and sign.</p>	<p>11/30/2025</p>	
3	<p>202.08(12)(d) <b>The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Making A Copy Of The Applicable Certification Standards Available To Each Parent</b></p> <p>Description: child #1 was missing the last page in the child enrollment and health history form where a parent had to check whether the operator had ongoing communication with a child's parent by making a copy of the applicable certification standards available to each parent.</p>	<p>Check each file to make sure all forms and paperwork are sign and filled</p>	<p>11/30/2025</p>	

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4	<p>202.08(12)(f)1-4  <b>Prior To A Child's First Day Of Attendance For Any Child In Care, Obtaining Information On A Form Prescribed By The Department With Enrollment And Health History Information, Including All Of The Following:</b></p> <ol style="list-style-type: none"> <li>1. The Parents' Home And Work Phone Numbers.</li> <li>2. Health History, Including Information Relating To A Child's Special Health Care Needs And Emergency Care Plan.</li> <li>3. The Parents' Signed Consent For Emergency Medical Care.</li> <li>4. A Name And Number To Call If The Child Requires Emergency Medical Care.</li> </ol> <p>Description: Child #1 was missing the correct enrollment and health history information and was missing two pages.</p>	<p>Will Check files to make sure each file had corrected forms and signed and no missing information</p>	11/30/2025
5	<p>202.08(12)(i)  <b>The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Informing The Parent In Writing Whether The Premises And Child Care Business Are Covered By A Child Care Liability Insurance Policy.</b></p> <p>Description: child #1 was missing the last page in the child enrollment and health history form where a parent had to check whether the operator had ongoing communication with a child's parent by informing the parent in writing whether the premises and child care business are covered by a child care liability insurance policy.</p>	<p>Will Check each file to make sure each file has the correct forms signed and parents are informed about insurance.</p>	11/30/2025

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6	202.08(4)(a)1. For Each Child Under 2 Years Of Age, A Report Of A Physical Examination Conducted Not More Than 6 Months Prior To Nor Later Than 3 Months After The Child Is Admitted, And A Follow-Up Health Examination At Least Once Every 6 Months Thereafter.  Description: Child #5 was missing a health report form when the child was enrolled to the childcare.	Will check files and make sure nothing is missing in each file	11/30/2025

NAME - Agency Worker  
Lou Thao

*Kim Lewis*

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Issued  
11/7/2025

11/7/2025

Date Signed