

TO FILE A COMPLAINT CALL 262-446-7800

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

Date Correction Plan Due

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. 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 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
 Gregory's Little Helpers Lic
 6000590046 / 001 - 2004783
 Provider Number / Facility ID Number

Address - Facility (Street, City, State, Zip Code)
 4322 W Center St Milwaukee WI 532102406

Telephone Number
 414-313-3115

Date - Regulation Visit
 1/11/2024

Rule/Statute Number
 Noncompliance Statement

251.04(6)(a)1.
 Child Record - Enrollment Information
 Description: Child #3 had missing information for authorized person to call for/receive child on their enrollment form.
 Repeat violation: Previously cited on 1/19/2023

251.04(6)(a)2.
 Child Record - Emergency Medical Consent
 Description: Written consent from the parent for emergency medical care treatment was not on file for Child #3.

Send paper work
 home - mom fix it.
 1/12/24

Send paper work
 home - mom fix it.
 1/12/24

Send paper work
 home - mom fix it.
 1/12/24

Send paper work
 home - mom fix it.
 1/12/24

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251.04(6)(a)4.
Child Record - Field Trip Authorization

Description: Child #3 had missing authorization of field trip/other off-site activity participation/transportation missing on their enrollment form.

Send one home
mom fill it out

1/12/24

1/12/24

4

251.04(6)(a)8.a.
Child Record - Physical Exam - Under 2

Description: Child #5, under the age of 2, did not have an updated health report completed within 6 months. The health report on file was dated 12/19/22.

I went into file
did update.

1/12/24

1/12/24

5

251.05(2)(a)1.
Staff Record - Personal Information

Description: There was no staff record or emergency contact information on file for Staff B.

staff B has
emergency contact
info on file

1/13/24

1/13/24

6

251.05(2)(a)3.a.
Staff Record - Physical Examination

Description: Staff B and C did not have a Staff Health Report on file, and have both been working at the center for more than 30 days.

Repeat violation: Previously cited on 1/25/2022

staff B has app.

2/7/24

staff c had app

1/30/24

1/14/24

1/14/24

1/30/24

1/30/24

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7	251.05(2)(a)4.a. Staff Record - Registry Certificate Description: Staff C, identified as a teacher, lacked documentation of a WI Registry certificate and has been working as a teacher for over 6 months.	staff C spoke with registry.	1-12-24	1-12-24
8	251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: Staff C does not meet the educational qualifications of a teacher.	staff C never upload her update she spoke with registry bandied	2-1-24	2-1-24
9	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: There are no staff hours documented to demonstrate who is being used to meet the applicable staff-to-child ratios for the week of 1/8/24. Repeat violation: Previously cited on 6/29/2023	Had staff meeting about this 1-28-24	1-28-24	1-28-24
	251.05(2)(a)8. Staff Record - Orientation Description: Staff B had an incomplete orientation checklist on file. The checklist was initialed but not dated.	staff B checklist is complete and paper in files	1-14-24	1-14-24

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251.05(3)(b)

Abusive Head Trauma Prevention Training

Description: Staff B did not have an Abusive Head Trauma Preventing Training in their file.

Staff B. took the
online AHTD class
online. 1-30-24

1-30-24

1-30-24

12

251.05(3)(g)1.

Assistant Child Care Teacher - Supervision

Description: An assistant child care teacher was not working under the supervision of a child care teacher with a group of children. The assistant teacher was working alone in the infant room during a visit on 1/11/24.

Staff never updated
her books everything
is handled now.

2-1-24

2-1-24

13

251.055(1)(f)

Child Tracking Procedure

Description: The center did not implement and adhere to a procedure in the infant room to ensure that the number, names, and whereabouts of children in care are known to assigned child care workers at all times. There was no tracking being done in the infant room.

Babyroom has
tracking. Spoke about
at Staff meeting too.

1-28-24

1-28-24

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
14	251.06(2)(a) Potential Source Of Harm On Premises Description: There was splintering wood from a broken piece of trim in the toddler room, that was accessible to children. Repeat violation: Previously cited on 1/25/2022	Fix 1-12-24.	1-12-24	1-12-24
5	251.06(2)(b) Electrical Or Hot Surface Protection Description: An electric outlet in both the toddler and school-age room was not protected by a guard and was accessible to children.	Had staff meeting about checking for outlets.	1-28-24	1-28-24
	251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: A vent in the toddler room had built up dust/dirt, and was accessible to children. A bottle drying rack located next to the sink in the infant room had built up residue on it. The rack did have bottles drying on it.	Dust/Dirt was cleaned and teachers been cleaning it once a week.	1-12-24	1-12-24
	251.06(9)(c)1. Safe Food	All food table and cleaning fridge one a week.	1-12-24	1-12-24

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<p>1.06(9)(d)1.d. Food Storage - Covering Refrigerated Food</p> <p>Description: There was an open container/cup of applesauce in the refrigerator that was not covered and was not free from spillage/adulteration.</p>	<p>had a staffing meeting about this. NO more open food.</p>	<p>1-28-24</p>	<p>1-28-24</p>
<p>1.07(6)(dm)4. Medical Log - Reviewing Injury Records</p> <p>Description: The medical log book has not been reviewed within the six months.</p> <p>Repeat violation: Previously cited on 1/25/2022</p>	<p>Checkedbook.</p>	<p>1-11-24</p>	<p>1-11-24</p>
<p>1.08(3) Information In Vehicle - Required</p> <p>Description: According to licensee, information is not being maintained in vehicle and center when transporting children; only one transportation folder is being used and kept in the vehicle. There was no written schedule of routs and stops.</p>	<p>Placed a copy in Van.</p>	<p>1-11-24</p>	<p>1-11-24</p>
<p>1.09(4)(c)1. Record - Obtain & Review</p> <p>Description: Staff B, identified as the center's driver, did not have an driving record on file.</p>	<p>Dmv website printed Put in folder.</p>	<p>1-14-24</p>	<p>1-14-24</p>

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22	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Child #5, under the age of 2, did not have an updated intake under 2 form completed within three months. The form on file was dated 2/6/23.	went into file. Fixed it.	1-12-24	1-12-24
23	251.09(1)(e) Infant & Toddler - Provider Training Description: Staff C did not have an Infant and Toddler Training completed.	staff C order book for infant & toddler training.	1-14-24	1-14-24
24	251.09(3)(a)11. Infant & Toddler - Care During Feeding Description: A child was observed sitting in a high chair and was not buckled into the seat for safety.	staff meeting told every teacher to make sure it's handle.	1-28-24	1-28-24
25	251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: A container of rice cereal was brought from child's home and was opened and labeled with child's initials, but not dated. Two bottles of milk brought from child's home were not labeled with the child's name or date.	Staff meeting labeled everything. Daily it's getting labeled.	1-28-24 1-12-24	1-28-24 1-12-24

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Verifica
Date

Policy Worker
Tino, Kristin Keck

Date Issued

1-11-24

Certified Operator or Designee / Licensee or Designee

Date Signed

Kristin Keck

2-1-24

E (R.06/2011)