

Noncompliance Statement and Correction Plan

Facility Name:

West Allis Center for Early Education

Address:

11112 W National Ave, West Allis, WI 53227

Phone:

414-885-0032

Date of Visit:

04/16/2025

Correction Plan Completion Date:

04/30/2025

251.04(6)(a)1. Child Record - Enrollment Information

- Enrollment records for children 3 and 4 updated with complete parent/guardian contact information. A monthly review system is in place to ensure child records remain complete.

Expected Completion Date: 04/30/2025

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

- Missing health examination for Child 2 has been requested and placed in the child's file. A tracking log has been implemented for health forms to ensure all children under 2 have current exams.

Expected Completion Date: 04/30/2025

251.05(3)(c) Cardiopulmonary Resuscitation Training

- Staff C, D, and E are enrolled in CPR/AED recertification training. Certificates will be filed. Training calendar implemented to track expiration dates.

Expected Completion Date: 04/30/2025

251.05(3)(cm) Child Abuse & Neglect Biennial Training

- Staff D and E are scheduled for Child Abuse & Neglect training. Certificates will be filed. Reminder system added for biennial renewals.

Expected Completion Date: 04/30/2025

251.05(4)(a) Staff Orientation Documentation

- Orientation documentation completed and added for Staff B, D, and E. Moving forward, all orientation forms will be signed and filed at hire.

Expected Completion Date: 04/30/2025

251.05(1)(f) Child Tracking Procedure

- Teachers retrained to sign all children into classroom tracking sheets. Lead teacher verifies tracking daily. Checklist created for accountability.

Expected Completion Date: 04/30/2025

251.06(2)(d) Access To Harmful Materials

- Disinfectant wipes relocated out of children's reach. Staff retrained on safe storage. Weekly checks confirm compliance.

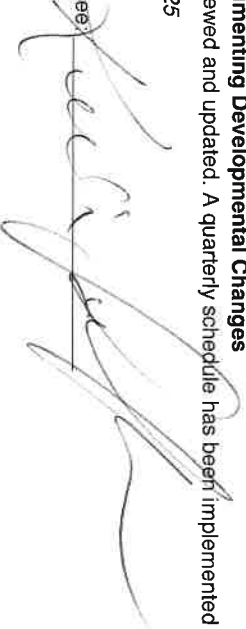
Expected Completion Date: 04/30/2025

251.09(1)(c) Infant & Toddler - Documenting Developmental Changes

- Developmental updates reviewed and updated. A quarterly schedule has been implemented for documentation every 3 months.

Expected Completion Date: 04/30/2025

Signature of Certified Operator/Licensee:

Date: 5/20/25 

Name - Certified Operator / Licensed Center		West Allis Center For Early Education	
Address - Facility (Street, City, State, Zip Code)		11112 W National Ave West Allis WI 532273108	
Telephone Number		414-885-0032	
Date - Regulation Visit		4/16/2025	
Provider Number / Facility ID Number	Expected Completion Date	Correction Plan	Verification Date
6000591606 / 001 - 2006803			
3	251.05(3)(c)	Cardiopulmonary Resuscitation Training	Description: Documentation of current CPR with the use of AED was not observed for Staff C, Staff D and Staff E.
		SEE ATTACHED	5/20
4	251.05(3)(cm)	Child Abuse & Neglect - Biennial Training	Description: Documentation of current Child Abuse and Neglect training was not observed for Staff D and Staff E.
		SEE ATTACHED	5/20
		Repeat violation: Previously cited on 5/30/2024	
5	251.05(4)(a)	Staff Orientation - Develop, Implement, Document	Description: Documentation of orientation was not observed for Staff B, Staff D and Staff E.
		SEE ATTACHED	5/20
		Repeat violation: Previously cited on 5/30/2024	
6	251.055(1)(f)	Child Tracking Procedure	Description: A child was not signed into the classroom in the 3-year-old classroom's tracking sheet.
		SEE ATTACHED	5/20

Date Correction Plan Due 5/12/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
--	--	---

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 West Allis Center For Early Education		Provider Number / Facility ID Number 6000591606 / 001 - 2006803		
Address - Facility (Street, City, State, Zip Code) 11112 W National Ave West Allis WI 532273108		Telephone Number 414-885-0032	Date - Regulation Visit 4/16/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)1. Child Record - Enrollment Information Description: Documentation of complete contact information for a parent/guardian was not observed for child 3 and child 4. Repeat violation: Previously cited on 5/30/2024	See Attached page		5/20
2	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Documentation of a current health examination for a child under 2 years of age was not observed for Child 2.	SEE Attached page		5/20

Name - Certified Operator / Licensed Center
 West Allis Center For Early Education
 6000591606 / 001 - 2006803

Address - Facility (Street, City, State, Zip Code)
 11112 W National Ave West Allis WI 532273108
 Telephone Number
 414-885-0032
 Date - Regulation Visit
 4/16/2025

Rule/State Number	Correction Plan	Expected Completion Date	Verification Date
251.06(2)(d) Access To Materials Potentially Harmful To Children			5/20
251.09(1)(c) Infant & Toddler - Documenting Changes In Development			5/20

Description: Updates of infants and toddlers' development and routines were not updated every three months.

Description: Per observation, a container of disinfectant wipes was accessible to children in the 3-year-old classroom.

NAME - Agency Worker
 Tisha Harrell, Colleen Hanser

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Issued
 4/28/2025

Date Signed
 5/20/25

