

<b>Date Correction Plan Due</b> 6/21/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 715-361-7700
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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 finding or a future finding, you will be given a notice of the sanction and / or penalty and your appeal rights.

<b>Name - Certified Operator / Licensed Center</b> Child Care Centers Of Marshfield II		<b>Provider Number / Facility ID Number</b> 0000558100 / 005 - 1011597		
<b>Address - Facility (Street, City, State, Zip Code)</b> 905 Tiny Tigers Ct Marshfield WI 544493069		<b>Telephone Number</b> 715-389-1721	<b>Date - Regulation Visit</b> 5/29/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	<p>251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b></p> <p>Description: During review of the sign-in sheets, a child in the 2 year old classroom was not signed in and another child was signed in prior to their arrival.</p>	<p>Children will be signed in and out to the minute upon arrival and departure.</p>	Completed	
2	<p>251.05(2)(a)6. <b>Staff Record - Days &amp; Hours Worked</b></p> <p>Description: Per review of staff sign-in sheets, some staff signed in and out at the beginning of their shift and other staff were not signed-in at all.</p>	<p>All staff have been talked to individually and re-trained to sign in and out of classrooms at the beginning and end of their shifts.</p>	Completed	

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3	251.055(2)(b) <b>Staff-To-Child Ratios - Minimum</b>  Description: Per observation, staff to child ratio was not maintained in the 2 year old and 3 year old class due to teachers going inside while children were outside.	At least one child care teacher will supervise children at all times - this includes during outdoor times when a teacher may need something or a child needs to use the bathroom	Completed	
4	251.07(6)(f)1.a. <b>Medication Administration - Parent Authorization</b>  Description: In several classrooms, there were written medication authorizations that did not include end dates.	Medical authorizations in all classrooms have been reviewed for completeness to include end dates.	Completed	
5	251.07(6)(f)1.b. <b>Medication Administration - Containers &amp; Labeling</b>  Description: Per observation, there were two epipens in the 3 year old classroom without a label.	The unlabeled epipens have been identified and either sent home or labeled with the child's name and/or prescription label from the pharmacy.	Completed	

**NAME - Agency Worker**  
Tiisha Harrell, Bonnie Davis

**Date Issued**  
6/7/2024

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

*Sarah Spencer*

**Date Signed**

6-21-2024