

Date Correction Plan Due 11/30/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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.

Name - Certified Operator / Licensed Center Leroyer Child Care Center		Provider Number / Facility ID Number 1000556521 / 001 - 1004260		
Address - Facility (Street, City, State, Zip Code) 1003 Mcmillan Ave Antigo WI 544091629		Telephone Number 715-623-3231	Date - Regulation Visit 10/21/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(L)1.b. Department Notices Posted Description: The Notice of Order, Sanctions and Appeal process issued on 06/10/2024 was not posted next to the license.	Department notices will be posted in a timely manner.	11/18/24	
2	251.05(2)(a) Staff Record - Maintenance & Availability Description: Staff M, P, Q, and R did not have a staff file available for review.	Staff files will be created and maintained for each staff at the center.	11/18/24	

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1003 Mcmillan Ave Antigo WI 544091629		715-623-3231	10/21/2024	
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3	251.05(2)(a)2. Staff Record - Completed Background Check Description: Staff E, L, P, Q, and R did not have a completed background check and preliminary eligibility determination. Staff E and L have been used to meet ratio since 10/07/24. Staff P, Q, and R have unrestricted access to the center.	Background checks will be completed and a checklist created to ensure all staff background checks stay up-to-date.	11/20/24	
4	251.05(2)(a)7. Staff Record - Continuing Education Description: Staff J had record of 11.5 hours of continuing education on file for 2023.	Staff will periodically be notified of continuing education requirements and due dates.	11/18/24	
5	251.05(3)(e)4.c. Center Director / Large Center - Entry-Level Experience Description: Staff N did not have documentation of at least 2 years experience as a child care teacher or center director in a group child care center or other approved setting on file.	The registry will be updated with employment history to track experience.	11/19/24	
6	251.06(9)(d)1.d. Food Storage - Covering Refrigerated Food Description: A bag of waffles were open and not covered in the refrigerator.	Retraining was completed with kitchen staff. A checklist will be posted as a reminder.	11/18/24	

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7	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: Medical log books were not reviewed within the last six months to ensure that all possible preventive measures are being taken. Repeat violation: Previously cited on 4/4/2023	Medical log books were reviewed. A reminder was created on the calendar to ensure compliance.	11/18/24
8	251.07(6)(i)5. Diapering Children Over Age 2 Description: The diaper of a child in the Happy Hoppers Classroom was not changed promptly and the child's diaper was wet when they were picked up from the center.	Diapers will be checked every 2 hours and before children go home for the day.	11/18/24
9	251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: The frozen breast milk for one child was not labeled with the child's name in the Infant Classroom.	Parents and staff were reminded that individual bags need to be labelled.	11/18/24

NAME - Agency Worker
Heather Struck

Date Issued
11/15/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Samuel Lee Teppan

11/19/2024