

<b>Date Correction Plan Due</b> 3/17/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 262-446-7800
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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> Ricardo Diaz Early Learning Academy		<b>Provider Number / Facility ID Number</b> 3000563563 / 002 - 2003704	
<b>Address - Facility (Street, City, State, Zip Code)</b> 2130 W Becher St Milwaukee WI 532152559		<b>Telephone Number</b> 414-645-7001	<b>Date - Regulation Visit</b> 2/27/2025
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b> <b>Verification Date</b>
1	251.04(2)(L)1.b. <b>Department Notices Posted</b>  Description: The most current enforcement letter was not posted.	In the future all enforcement letters will be posted.	03/10/25
2	251.05(2)(a)4.d. <b>Staff Record - Educational Qualifications</b>  Description: Staff D is marked as a lead teacher without proper qualifications.	Working with the registry and MATC to ensure staff meet DCF qualifications.	03/10/25
3	251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: Staff A-D did not have current CPR training on file.	Another CPR training will be offered March 21 <sup>st</sup> .	03/10/25

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4	251.05(4)(c)1. <b>Continuing Education Requirement - Full Time Staff</b>  Description: Staff A did not have 15 hours of continuing education training on file.	We will review staff files and registry to make training are reflected.	03/10/2025	
5	251.06(3)(b)4. <b>Emergencies - Record Of Fire / Tornado Drills</b>  Description: The fired drills were not documented for the month of January.	We will keep an updated list on Fire Drills.	03/10/2025	
6	251.07(6)(dm)2. <b>Medical Log - Pages &amp; Entries</b>  Description: The medical log book had entries on the very last page and pages were skipped.	Directors will scan medical logs and follow-up with staff	03/18/2025	
7	251.07(6)(dm)4. <b>Medical Log - Reviewing Injury Records</b>  Description: Medical log books have not been reviewed every six months as required.  Repeat violation: Previously cited on 10/4/2024	Directors will scan medical logs and follow-up with staff.	03/18/2025	

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8	251.07(6)(i)1. <b>Washing Child's Hands &amp; Face</b>  Description: There was a child that had a diaper changed and hands were not washed.	Teachers will complete the UCC diaper training certification at next professional development.	03/21/2025	
9	251.09(1)(c) <b>Infant &amp; Toddler - Documenting Changes In Development</b>  Description: Several intake under two forms were not updated every three months.  Repeat violation: Previously cited on 10/4/2024	Teachers will make sure all intakes are updated at the next Parent Conference.  Directors will scan intake forms.	03/20/2025	

**NAME - Agency Worker**  
Joel Marquez, Laura Taylor

**Date Issued**  
3/3/2025

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

**Date Signed**  
03/10/2025