

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

Date Correction Plan Due 5/30/2026 **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, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center Penfield Children's Center Inc		Provider Number / Facility ID Number 3000563963 / 001 - 220399	
Address - Facility (Street, City, State, Zip Code) 833 N 26Th St Milwaukee WI 53233		Telephone Number 414-345-6325	Date - Regulation Visit 5/13/2026
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.055(1)(g) Release Of Child - Authorizations Description: The department received a self-report indicating that a child was released to an individual not listed on the child's authorization record.	See attached		

NAME - Agency Worker
Rhonda Brueggemann
Date Issued
5/15/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Ann Becker
Date Signed
5/28/26

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number		
Penfield Children's Center Inc		3000563963 / 001 - 220399		
Address - Facility		Telephone Number	Date - Regulation Visit	
833 N 26th Street Milwaukee WI 53233		414-345-6325	5/13/2026	
Rule/Statute Number		Correction Plan	Expected Completion Date	
Noncompliance Statement			Verification Date	
1	<p>251.055(1)(g)</p> <p>Release Of Child - Authorizations</p> <p>Description: The department received a self-report indicating that a child was released to an individual not listed on the child's authorization record.</p>	<p>1. Policy training was provided to the specific staff member who did not follow the authorized pick up policy. Policy training was also provided to all staff members at the department staff meeting.</p> <p>2. An updated orientation/onboarding checklist was implemented to document that new staff members receive center policy training and understand them.</p> <p>3. Each classroom will review and update their classroom authorized pick up/emergency contact lists to ensure they have the most current information as to who is authorized to pick up the children.</p> <p>4. A written notice was sent to parents reminding them that their Pick Up/Drop ProCare PIN is unique to them and should not be shared. They were informed how to change their PIN if they feel it has been compromised.</p> <p>5. A written notice was sent to parents that they will be asked to show their ID if a Penfield Staff member does not recognize them at pick up.</p>	<p>1. Training completed on 5/13/26</p> <p>2. Onboarding checklist active as of 5/13/26.</p> <p>3. 5/31/26</p> <p>4. Notice was sent home on 5/19/26</p> <p>5. Notice was sent home on 5/13/26</p>	