

(Attachment A)

Date Correction Plan Due 5/14/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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 St Paul's Lutheran Child Center		Provider Number / Facility ID Number 3000570383 / 002 - 1013461		
Address - Facility (Street, City, State, Zip Code) 695 Grant St Winneconne WI 549869160		Telephone Number 920-582-9745	Date - Regulation Visit 3/11/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)6m. Child Record - Immunization History Description: Based on record review on 3/11/24 according to the Child Record Checklist Child 1 failed to have immunizations on file.	<i>The child is no longer at our center. She was told she would not be able to return until all paperwork is received.</i>	<i>3/22/24</i>	
2	251.04(6)(a)8. Child Record - Physical Examination Description: Based on record review on 3/11/24 according to the Child Record Checklist Child 1 failed to have a health report on file.	<i>When asked for updated forms we never received them. The child is no longer here at our center. She was told her daughter could not return until all paperwork is received.</i>	<i>3/22/24</i>	

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695 Grant St Winneconne WI 549869160		920-582-9745	3/11/2024
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<p>3 251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: Based on record review on 3/11/24 according to the Staff Record Checklist Staff Member B failed to have SBS/Abusive Head Trauma training prior to working with children.</p> <p>Repeat violation: Previously cited on 3/25/2022</p>	<p>The entire staff at St. Paul's attended this training as a group on 3/14/23. We were not given certificates it was just posted on our registry accounts. It was listed on her continuing ed. sheet. The director will call CE R+B to see if they have a record.</p>		
<p>4 251.055(2)(d) Mixed Age Group With Children Under Age 2 - Group Size</p> <p>Description: Based on observation, during the licensing visit the Two Year old classroom, exceeded the maximum group size with children under the age of two. 9 children were present from 8:30-9:48am.</p>	<p>The child was moved to a different classroom. He was there until another child came in, but then went to that classroom after music. The director made the correction after she realized he returned to that room. He was put into the correct room + taken off the list. The director reviewed the ratios.</p>	<p>3/11/24 3/19/24 staff meeting reviewed ratios.</p>	
<p>5 251.07(2)(c)1. Time Out - Age</p> <p>Description: Based on an investigation a child care worker placed a 2-year-old child in a high chair with straps, at the table, for a time-out.</p>	<p>The entire staff was reminded of that rule.</p> <p>The chair with buckles is only used for a 1 year old at the lunch table because that is the chair 1 year olds use. The staff went through</p>	<p>3/19/24 at staff meeting.</p>	

the policy that states children 2+ under will not be placed on a time-out. The teachers will redirect children to different activities.

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6 251.07(2)(e)2. Prohibited Actions - Verbal Description: Based on an investigation two child care workers were verbally threatening to withhold lunch/snack and outdoor time and threatening to place children in a chair with straps, as a means to guide their behavior.	The two staff members admitted to saying children couldn't do something until they finished a job. They were not aware they were threatening children. They will attend a class to find better ways to say things, and ways to get children to do things that are routine to do + expected by all (ie wash hands before lunch)	6/19/24	
7 251.07(2)(e)3. Prohibited Actions - Physical Restraint, Restriction, Enclosure Description: Based on an investigation a child care worker was restricting a 2-year-old child's movement by placing them in a high chair for discipline. Repeat violation: Previously cited on 3/25/2022	The teachers will not put any children on time out, especially under the age of 3. The director goes through this during our orientation. The teacher thought it was the best way to protect the child from some violent behaviors. The children will be re-directed with other activities.	3/19/24	
8 251.07(6)(i)1. Washing Child's Hands & Face Description: Based on observation of the two year old classroom a child failed to wash their hands after a diaper change.	We had discussions with all staff a staff meeting. Reminders were given out that all children must have hands washed after diaper changes. We were all reminded of the rules from licensing.	3/19/24	

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9	251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection Description: Based on observation for diaper changes within the two year old classroom the diaper changing surface failed to be disinfected appropriately. The product the center utilizes to disinfect the changing table states to allow 10 minutes of dry time. The center completed diaper changes right after one another and failed to wait the 10 minutes in between diaper changes to allow proper disinfecting.	When ordering these products we were told it had to sit 2 minutes. The director never re-read the label, only took the company's word for it. The director has purchased some from the store and is waiting for the company to respond with a new product. The director will make sure to double check labels of everything.	3/15/24 Temporary Products in use. 5/17/24 for company to respond

NAME - Agency Worker
Cassandra Debauche

Date Issued
4/30/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Connie Fredericksor

Date Signed

5/13/24