

Date Correction Plan Due 7/25/2024	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 B-G Club - Oshkosh		Provider Number / Facility ID Number 9000559259 / 001 - 420458		
Address - Facility (Street, City, State, Zip Code) 571 Monroe St Oshkosh WI 549014644		Telephone Number 920-233-1414	Date - Regulation Visit 7/10/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a) Child Record - Maintenance & Availability Description: two children were missing their emergency contacts on their enrollment form and 8 children were missing the acknowledgement of pets and center provided transportation acknowledgements on their enrollment forms.	All accounts will be checked and completed fully.	8/1/24	
2	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Two staff members did not have their physicals in their files after one month of hire - see checklist.	Physicals will be turned in by all staff	8/1/24	

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3	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: The logbook in room 223 was not reviewed once every 6 months.	All medical logs will be reviewed every 6 months	8/1/24

NAME - Agency Worker
Jill Kellner

Date Issued
7/11/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee


Date Signed
7/11/24