

Date Correction Plan Due 11/17/2023	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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.

Name - Certified Operator / Licensed Center Kindercare		Provider Number / Facility ID Number 0000580590 / 086 - 2006006		
Address - Facility (Street, City, State, Zip Code) N72w13333 Jacob Ln Menomonee FIs WI 530514622		Telephone Number 262-293-3018	Date - Regulation Visit 9/5/2023	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: Attendance records were not accurate on 8/23/23 when children in the preschool/dpi homeroom were not signed out of the room. Attendance was not accurate on 8/22/23 in the preschool/prek room when a child was not signed out. Attendance was not accurate in the preschool/prek room on 8/28/23 when 4 children were not signed out.	* AUDIT RECORD 3 TIMES DAILY * GROUP RETRAINING * INDIVIDUAL RETRAINING OF ALL TEACHERS ONE TO ONE * CENTER CORRECTIVE ACTION PLAN PUT IN PLACE * QUARTERLY COMPANY AUDIT * DL AUDIT EVERY VISIT	ONGOING 10-9-23 11-14-23 11-17-23 ONGOING ONGOING	

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2	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Staff hours were not accurate on 8/22/23 in the toddler 2 room when a staff person had not signed out, and a staff person had not signed in. Staff hours were not accurate on 8/23/23 in the infant 1 room when a staff person had not signed out. Staff hours were not accurate on 8/22/23 in the preschool/prek room when tracking showed two staff in the room but only one is signed in. Repeat violation: Previously cited on 4/5/2023, 12/13/2022, 10/28/2022	* AUDIT RECORDS 3X DAILY * GROUP RETRAINING * INDIVIDUAL RETRAINING ONE TO ONE * CENTER CORRECTIVE ACTION PLAN PUT IN PLACE * QUARTERLY COMPANY AUDIT * DL VISIT: AUDIT	ONGOING 10.9.23 11.14.23 11.17.23 QUARTERLY ONGOING	
3	251.055(2)(b) Staff-To-Child Ratios - Minimum Description: Staff to child ratios were not met during various times on 8/22/23 in the preschool/prek room. Ratios were not met on 8/28/23 in the toddler 1 room from 8:59 am until 9:22 am. Repeat violation: Previously cited on 12/13/2022	* AUDIT RECORDS 3X DAILY * GROUP RATIO TRAINING * INDIVIDUAL RATIO TRAINING * RATIOS + RATIO CHART POSTED ON EVERY DOOR * CORRECTIVE ACTION PLAN PUT IN PLACE * QUARTERLY COMPANY AUDIT	ONGOING 10.9.23 11.22.23 11.17.23 11.17.23 ONGOING	
4	251.055(2)(c) Mixed-Age Group - Staff-To-Child Ratio Description: Staff to child ratios in a mixed age group were not met in the infant 1 room on 8/23/23 from 7:55 am to 8:08 am. One staff person was in care with eight children between the age of infants to age three. Mixed age group ratios were not met in the homeroom/preschool room on 8/22/23 from 7:46 am to 8:05 am. Repeat violation: Previously cited on 6/20/2023, 12/13/2022	* AUDIT RECORDS 3X DAILY * GROUP RATIO TRAINING * INDIVIDUAL RATIO TRAINING * RATIOS + CHART POSTED ON DOOR * CORRECTIVE ACTION PLAN IN PLACE * QUARTERLY COMPANY AUDIT * DL AUDIT EVERY VISIT	ONGOING 10.9.23 11.22.23 11.17.23 11.17.23 ONGOING ONGOING	

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5	<p>251.055(2)(d) Mixed Age Group With Children Under Age 2 - Group Size</p> <p>Description: The maximum group size allowed when children under the age of two are in the group was exceeded on 8/23/23 in the infant 1 room from 7:26 a.m. to 7:30 a.m. when 9 children were in care. Group size was exceeded on 8/28/23 in the toddler 1 room when 10 children under the age of two were in one group from 8:59 a.m. to 9:22 a.m.</p> <p>Repeat violation: Previously cited on 12/13/2022</p>	<p>*AUDIT RECORDS 3 TIME DAILY *GROUP RATIO TRAINING *INDIVIDUAL RATIO TRAINING *RATIOS AND CHART POSTED ON POOR *CORRECTIVE ACTION PLAN IN PLACE *QUARTERLY COMPANY AUDIT *RE-AUDIT EVERY VISIT</p>	<p>ONGOING 10-9-23 11-22-23 11-17-23 11-17-23 ONGOING ONGOING</p>	
6	<p>251.06(10)(dm)1. Washrooms - Sanitary Conditions</p> <p>Description: The toilets in the DPS 1 room were dirty and had stains on them.</p>	<p>*ENSURE CLEANING CHECKLIST IS COMPLETED DAILY.</p>	<p>10-13-23 + ONGOING</p>	
7	<p>251.06(2)(b) Electrical Or Hot Surface Protection</p> <p>Description: Two outlets in the preschool room were missing protective covers. Two outlets in the DPS 1 room were missing protective covers.</p>	<p>*CONDUCT MONTHLY SAFETY AUDITS</p>	<p>ONGOING</p>	

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8	251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: The premises was not clean and in good repair when damaged wall board was observed in the toddler 1 room. Floors were observed to be dirty in the infant room, DPS 1 room, and the Preschool room.	*TODDLER ROOM WALLS REPAIRED * ROOMS CLEANED * CLEANING CHECKLIST COMPLETED DAILY	12.15.23 Ongoing

NAME - Agency Worker
Cindy Matuszak

Date Issued
11/3/2023

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed