

<b>Date Correction Plan Due</b> 5/3/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>
<b>TO FILE A COMPLAINT CALL</b> 608-422-6765	

**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		Provider Number / Facility ID Number	
Kindercare Learning Center		0000580590 / 091 - 2006022	
<b>Address - Facility (Street, City, State, Zip Code)</b> 5102 Amcenter Dr Madison WI 537189122		<b>Telephone Number</b> 608-416-5280	<b>Date - Regulation Visit</b> 4/15/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	251.04(6)(a)8.a. <b>Child Record - Physical Exam - Under 2</b>  Description: An updated health report was not on file for child #2	Auditing all files to ensure compliance.	5/31/24
2	251.05(2)(a)1. <b>Staff Record - Personal Information</b>  Description: Staff A,B,C and D did not have a completed Staff Record form on file.	Provided licensior with wrong staff file. Emailed correct forms	4/19/24

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5102 Amcenter Dr Madison WI 537189122		608-416-5280	4/15/2024	
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3	<p>251.05(2)(a)3.a.  <b>Staff Record - Physical Examination</b>            Description: Staff A, B, C and D did not have a completed physical examination report on file within 30 days of employment.            Repeat violation: Previously cited on 3/1/2023</p>	Nurse coming April 24 <sup>th</sup> , 2024, to complete physical examination	4/24/24	
4	<p>251.05(3)(g)1.  <b>Assistant Child Care Teacher - Supervision</b>            Description: An assistant teacher was observed in the infant classroom working alone without being under the direct supervision of a lead teacher.            Repeat violation: Previously cited on 10/11/2023, 5/11/2023</p>	All courses have been ordered. Expected completion date May 31 <sup>st</sup> , 2024.	5/31/24	
5	<p>251.05(3)(gr)3.a.  <b>Meal Prep Personnel - Training</b>            Description: Staff preparing meals did not complete a training in food handling and nutrition prior to preparing meals.</p>	Staff will complete meal prep training May 1 <sup>st</sup> , 2024	5/1/24	
6	<p>251.05(4)(a)  <b>Staff Orientation - Develop, Implement, Document</b>            Description: Staff A, B, C and D did not have a completed orientation within 7 days of starting employment.            Repeat violation: Previously cited on 10/11/2023, 11/28/2022</p>	Provided licenser with wrong staff files. Emailed correct forms.	4/19/24	

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7	251.09(1)(am) <b>Infant &amp; Toddler - Intake Information</b> Description: The intake for children under 2 in the infant room, was unable to be located during the visit.	Intake binder was located in emergency back-pack.	4/19/24
8	251.09(4)(a)10. <b>Infant &amp; Toddler - Diapering Lotions, Powders, Salves</b> Description: Directions on how to use any diapering lotion, powders or salves for each individual child was not posted in the diaper area. Repeat violation: Previously cited on 1/30/2024	All forms are posted by diaper area	4/19/24

**NAME** - Agency Worker  
Michelle Garcia

Date Issued  
4/19/2024

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

Date Signed