

Date Correction Plan Due 8/2/2024	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 Kce Champions Llc At Forest Glen Elem		Provider Number / Facility ID Number 0000580590 / 038 - 1010358		
Address - Facility (Street, City, State, Zip Code) 1935 Cardinal Ln Green Bay WI 54313		Telephone Number 920-434-6115	Date - Regulation Visit 7/3/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(a) Report - Incident Or Accident Description: The center did not report an incident where a child received medical care from an injury at the center within 24 hours.	Area Manager connected with team to remind that we need to report to licensing when a child gets medical care.	August 2025	
2	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff member B did not have documentation of completion of a staff physical in the files during the visit. Repeat violation: Previously cited on 11/21/2023, 7/14/2023, 5/31/2023, 7/18/2022	All team members have received their physicals	September 2024	

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3	251.05(2)(a)8. Staff Record - Orientation Description: Staff member B on the staff record checklist did not have documentation of completion of a staff orientation to this site . Repeat violation: Previously cited on 7/14/2023	Orientation has been completed with all staff members within 1 week of training.	September 2024
4	251.094(5)(c)3. School-Age Group Leader - Training Description: Staff members B, D and E did not have documentation of completion of training for the positions.	Training is being reviewed for all staff to ensure they are up to date and qualified.	March 15th, 2025

NAME - Agency Worker
Jody Beyer

Date Issued
7/19/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Sheena Knoespel

Date Signed
3/6/25