

Date Correction Plan Due 4/11/2025	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 Learning Ctrs-Whitnall		Provider Number / Facility ID Number 0000580590 / 021 - 1010082		
Address - Facility (Street, City, State, Zip Code) 4692 S Whitnall Ave St Francis WI 532356046		Telephone Number 414-482-3366	Date - Regulation Visit 3/26/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)2. Child Record - Emergency Medical Consent Description: Child 1 did not have documentation of consent from the parent for emergency medical care.	Parent has updated the medical consent for emergency care	3/27/25	
2	251.04(6)(a)6. Child Record - Health History Description: Child 2 did not have documentation of health history information on file.	Parent has completed the required documentation	3/28/25	

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3 251.04(6)(a)6m. Child Record - Immunization History Description: Child 2 did not have immunization history on file. Repeat violation: Previously cited on 2/7/2025	Immunizations will be kept on file and updated for all children as needed	5/1/25		
4 251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Child 2, under two years of age, did not have documentation of a physical exam on file. Repeat violation: Previously cited on 5/26/2023	Child physical documentation will be on file and updated as needed	5/1/25		
5 251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5 Description: Child 2's physical exam was expired when it was completed more than two years ago.	Child physical documentation will be on file	5/1/25		
6 251.05(3)(gr)3.a. Meal Prep Personnel - Training Description: Staff F did not have documentation of having completed 1 hour of training in kitchen sanitation, food handling, and nutrition in 2024.	Proper documentation of training will be maintained and record will be kept on file	5/1/25		

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7 251.05(4)(c)1. Continuing Education Requirement - Full Time Staff Description: Staff B did not have documentation of having completed 15 hours of continuing education in 2024.	Proper documentation of training will be maintained a record will be kept on file.	5/1/28	
8 251.055(2)(b) Staff-To-Child Ratios - Minimum Description: Staff to child ratios were not met in the toddler b room, when 7 children under the age of two were with 1 staff person for a short period of time. The second staff person stated she left the room to take laundry to the laundry area.	Staff was retrained on staff to child ratios	3/26/25	
9 251.06(10)(dm)1. Washrooms - Sanitary Conditions Description: The bathroom in the two year old room was not maintained in a sanitary condition when a toilet had overflowed and water and toilet paper was observed on the floor. Staff stated this occurred the day prior to the visit.	Staff were retrained on the importance and use of the classroom cleaning check list to ensure the cleanliness of the bathrooms are maintained	3/26/25	
10 251.06(2)(b) Electrical Or Hot Surface Protection Description: All outlets in the preK room were not protected with covers.	Management will complete daily walk through to ensure all outlets are covered.	3/28/25	

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11	251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: The premises was not maintained in good repair when a damaged window was observed in the outdoor play space.	Plexiglass screen protector was removed	3/28/25	
12	251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers Description: The infant B refrigerator did not have a thermometer placed in it. Repeat violation: Previously cited on 5/26/2023	Thermometer will be replaced	4/21/25	
13	251.06(9)(d)2.a. Food Storage - Dry Food Description: Opened cereal in the kitchen was not stored in a sealed food grade container and labeled. Repeat violation: Previously cited on 3/7/2024	Staff was retrained on proper food storage	3/28/25	
14	251.07(6)(f)1.a. Medication Administration - Parent Authorization Description: An authorization for a medication in the preschool room did not include documentation of the timeframe of the authorization. Repeat violation: Previously cited on 3/7/2024	Parent will complete a new form. Management will review form to ensure proper completion	4/18/25	

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15	251.09(1)(b) Infant & Toddler - Location & Sharing Intake Information Description: Child 2 did not have intake information in the room where care was provided. Repeat violation: Previously cited on 5/26/2023	A system has been put in place for Intake forms to be moved with child.	3/28/25
16	251.09(1)(e) Infant & Toddler - Provider Training Description: Staff B, working in the infant room for more than six months, did not have documentation of having completed training in infant and toddler care. Repeat violation: Previously cited on 6/15/2023	All staff members that work in Infant and Toddler classroom will complete required training before 6 months of Employment	5/30/25

NAME - Agency Worker
Cindy Matuszak

Date Issued
3/27/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

[Handwritten Signature]

4/9/25