

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
608-422-6765

Date Correction Plan Due
2/4/2025

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)(j) and (3)(d), DCF 251.04(2)(L) and (3)(O), DCF 252.4(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 Center
Provider Number / Facility ID Number
0000580590 / 037 - 120609

Address - Facility (Street, City, State, Zip Code)
2017 Londonderry Dr Madison WI 53704
Telephone Number
608-249-3393
Date - Regulation Visit
9/27/2024

Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)8. Staff Record - Orientation Description: Staff A did not have an orientation within one week of beginning work, as required, when their start date was June 6, 2024 and they had an orientation on September 24, 2024. Repeat violation: Previously cited on 10/24/2023	Orientation will be completed within 1st week of hire before staff begins working with children	2/1/25	
2	251.05(3)(b) Abusive Head Trauma Prevention Training Description: Each child care worker did not complete the department approved training on preventing abusive head trauma before their first day of beginning work when Staff A's start date was 6/25/2024 and they completed the training on 9/24/2024. Repeat violation: Previously cited on 5/6/2024	Staff A has a completed ART certificate in file dated 6/25/24	2/1/25	

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Date - Regulation Visit
9/27/2024

Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.05(3)(03) Child Care Teacher - Entry-Level Training Description: Staff A did not have the education qualifications prior to assuming the position of child care teacher. Repeat violation: Previously cited on 8/19/2024, 5/13/2024, 5/6/2024	Staff A will complete all coursework before 10/10/24 assuming the position of child care teacher	10/10/24	
4	251.09(1)(c) Infant & Toddler - Assignment To Room & Caregiver Description: Each infant and toddler were not receiving care by a regularly assigned child care worker when they were receiving care by 2-7 different child care teachers each day. Repeat violation: Previously cited on 5/6/2024	Infants and Toddlers will receive care by teachers who are familiar with them and their care needs. This consists of opening closing, and breakers as well as their primary teachers.	2/1/25	

NAME - Agency Worker
Kimberly Liebhart

Date Issued
1/21/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Michelle May

Date Signed
1-26-25

DCF-FCF 502044E (R 06/2011)

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

Date Correction Plan Due: 2/4/2025

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Provider Number / Facility ID Number: 0000580590 / 037 - 120609

Address - Facility (Street, City, State, Zip Code): 2017 Londonderry Dr Madison WI 53704
Telephone Number: 608-249-3393
Date - Regulation Visit: 11/13/2024

Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: The licensee did not maintain a current or accurate written record of daily attendance when there were six toddlers in Toddler A and only five toddlers were signed in to the classroom. Repeat violation: Previously cited on 5/13/2024, 5/8/2024, 5/3/2023	Staff have been retrained on child supervision records and these will be checked by management daily to ensure accuracy	2/1/25	
2	251.05(2)(a)3.a. Staff Record - Physical Examination Description: A physical examination was not completed within 30 days after a person was hired when Staff B began working on 10/14/2024 and had not completed the physical examination indicating that they were free from illnesses detrimental to children. Repeat violation: Previously cited on 5/13/2024, 10/24/2023	All new staff as part of orientation will have a completed physical within 30 days of hire date. Staff B started working in center 10/28/24 and only worked 2 days before going on medical leave.	2/1/25	

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Staff
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Name - Certified Operator / Licensed Center Kindercaire Learning Center		Provider Number / Facility ID Number 0000580580 / 037 - 120609	
Address - Facility (Street, City, State, Zip Code) 2017 Londonderry Dr Madison WI 53704		Telephone Number 608-249-3393	
Date - Regulation Viol 11/13/2024		Verification Date	
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3 251.05(2)(a)8. Staff Record - Orientation Description: Staff B did not have an orientation within one week of beginning work, as required, when their start date was October 14, 2024 and Staff B did not have record of having an orientation. Repeat violation: Previously cited on 9/27/2024, 10/24/2023	See staff will complete new hire orientation within their first week of employment before working with children	2/1/25	
4 251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Training on child abuse and neglect reporting requirements were not completed during the required timeframe of one week after their start date, when Staff B began working at the center on October 14, 2024 and completed the training October 28, 2024. Repeat violation: Previously cited on 5/13/2024, 5/6/2024, 5/3/2023	Staff B has a hire date of 10/14/24 but did not start working in the center until 10/28/24 when she completed child abuse and neglect reporting requirements	2/1/25	
5 251.05(3)(j)3. Child Care Teacher - Entry-Level Training Description: Prior to assuming to position, Staff C did not complete the required entry level training when they were working as a lead teacher and did not meet the entry level training requirements. Repeat violation: Previously cited on 9/27/2024, 8/19/2024, 5/13/2024, 5/6/2024	Management will ensure all teachers in the lead position will have proper qualifications	2/1/25	

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Date - Regulation Visit

11/13/2024

Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
251.05(3)(g)1. Assistant Child Care Teacher - Supervision	Description: An assistant child care teacher is not working under the supervision of a qualified child care teacher as required when Staff C has not completed the required entry level training and is supervising an assistant teacher. Repeat violation: Previously cited on 8/19/2024, 5/13/2024, 10/24/2023	Management will reassign all assistant qualified teachers who will be working under a qualified lead teacher.	2/1/25	
251.05(4)(a) Staff Orientation - Develop, Implement, Document	Description: The center did not implement an orientation for all new employees within the first week at the center when Staff B began working at the center on 10/14/2024 and had not completed the orientation in the required timeline. Repeat violation: Previously cited on 5/13/2024	All staff will complete orientation before working in a classroom with children.	2/1/25	
251.07(9)(f)1. Washing Child's Hands & Face	Description: A child's hands were not washed after the child used the bathroom.	All staff were retrained on proper handwashing for children and when to wash hands.	2/1/25	

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Date - Regulation Visit
11/13/2024

Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
9 251.07(6)(j)2 Adult Handwashing	Description: A teacher did not wash their hands after assisting a child with toileting. Additionally, the teacher discarded two soiled pullups and did not wash their hands.	All staff were retrained on proper hand washing and when to wash hands.	2/1/25	
10 251.09(2)(bm) Infant & Toddler - Sleep Position	Description: A child under the age of one was not placed on their back to sleep when the infant was laying on their stomach, awake in their crib and the teacher was patting the child's back to get them to go back to sleep.	Staff were retrained on proper back to sleep procedures and will place all children, even if they roll on their own, on their backs when placed in the crib.	2/1/25	

NAME - Agency Worker
Kunberly Liebhart

Date Issued
1/21/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Michelle Mery

Date Signed
2-6-25

DCF-F-CRS2024-E (R 02/2017)



Wisconsin Department of Children and Families

Abusive Head Trauma Prevention Training for Child Care Providers

RESOURCES

MENU NOTES



WHAT DOES PURPLE MEAN?

PURPLE CRYING VS COLIC

PREPARING FOR A PERIOD OF PURPLE CRYING

PRINCIPLES FOR SOOTHING A BABY

MANAGING STRESS AND FRUSTRATION

HAVING A PLAN

KEY TAKEAWAYS



Certificate of Completion

This is to certify that

elda garica



has successfully completed

Online Abusive Head Trauma Prevention Training for Child Care Providers

Training Duration: 45 Minutes

6/25/2024

Date of Completion



Wisconsin Department of Children and Families

Click here to print a copy of this certificate for your records. or to print another form to your printer or email to create an interactive PDF version for your records.

