

Date Correction Plan Due 4/21/2022	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 Kid-Tastic Child Care Center		Provider Number / Facility ID Number 3000586113 / 002 - 2005317		
Address - Facility (Street, City, State, Zip Code) 4610 W State St Milwaukee WI 532083143		Telephone Number 414-502-5515	Date - Regulation Visit 3/23/2022	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(i) Report - Unknown Whereabouts Or Left Premise Description: The licensee failed to report to the department an incident that occurred on 3/29/21 in which it is documented that a "child was left on playground unattended, parent called into center to alert staff, teacher retrieved child." The department became aware of this incident on 3/23/22 during a file review.	Licensee has reviewed the requirement per DCF 251.04(3)(i) and will report incidents of such nature going forward.	March 23rd, 2022	
2	251.04(6)(a)1. Child Record - Enrollment Information Description: Enrollment information on file for Child #1 is incomplete. The parent/guardian contact information is incomplete and the emergency contact section has been left blank.	File has been updated with all requirements.	May 1st 2022	

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3	251.04(8)(b) Biennial Training - Child Abuse & Neglect Description: Staff C, who has been employed since 10/4/21, has not completed the required biennial child abuse & neglect training.	Child abuse and neglect updated.	May 1st 2022	
4	251.05(2)(a)1. Staff Record - Personal Information Description: Staff record information on file for Staff B is incomplete. (Previous experience in child care is incomplete.)	Staff file retracted due to termination.	May 1st 2022	
5	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff C and D do not have physical examination reports on file that were completed within 12 months prior to nor more than 30 days after the person was hired. Staff C was hired 10/4/21; Staff D 6/10/21.	Staff C updated files w/ physical and TB. Staff D is scheduled.	June 1st 2022	

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6	<p>251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: Documentation of the days and hours worked, and in which classroom when the person was included in the staff-to-child ratio is not always maintained by the center. Per the report of the licensee, not all staff record their hours when they are used in classrooms to meet the staff-to-child ratio.</p>	<p>Staff tracking appears to be accurate and up to date-- Requires clarity for combining classrooms.</p> <p>Consideration for manual tracking being reviewed.</p>	June 1st 2022	
7	<p>251.05(3)(b) Shaken Baby Syndrome Prevention Training</p> <p>Description: Staff A and Staff C have not completed department-approved training in shaken baby syndrome and abusive head trauma, and appropriate ways to manage crying, fussing, or distraught children prior to beginning to work with children under 5 years of age. Staff A has been employed since 3/19/18; Staff C since 10/4/21.</p>	Staff A and C have updated file with SBS training.	June 1st 2022	
8	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Staff C does not have a current certificate of completion for infant and child CPR with AED from an agency approved by the department within 3 months after beginning to work with children in care. Staff C has been employed since 10/4/21.</p>	Staff C has updated with CPR training.	June 1st 2022	

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9	<p>251.05(4)(a) Staff Orientation - Develop, Implement, Document</p> <p>Description: Staff C does not have documentation of a completed orientation on file within her first week at the center. Staff C has been employed since 10/4/21. The documentation on file for Staff B's orientation is incomplete. Staff B has been employed since 2/21/22.</p>	Staff C has completed orientation and file has been updated.	May 1st 2022	
10	<p>251.055(1)(a) Supervision Of Children</p> <p>Description: A child in the Busy Bees Nursery was observed to have climbed a stack of 14 nap cots and was standing on top of the cot stack. Three child care workers and the licensee were in the classroom when this occurred and it went undetected by staff until the licenser notified the licensee.</p> <p>A child was left on the playground unattended on 3/29/21. A parent alerted staff the child was unattended.</p> <p>Children from the Busy Bees Nursery are repeatedly observed exiting the classroom behind staff when staff leave to change other children in a hall bathroom & retrieve children's items from hall cubbies.</p>	Cots were removed from observance and access of the mobile children.	March 23rd, 2022	

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11	<p>251.055(1)(f) Child Tracking Procedure</p> <p>Description: A sheet on a clipboard is used in the classrooms to ensure the number, names and whereabouts of children in care are known to assigned child care workers at all times. The tracking is observed to be inaccurate in the school-age and preschool classrooms. 6 children are present in the school-age classroom but 11 children are documented as being present on the tracking sheet. 10 children are present in the preschool classroom but 3 children are documented as present on the tracking sheet.</p> <p>Repeat violation: Previously cited on 2/8/2021</p>	Staff have been debriefed on the proper tracking methods and techniques required to keep accurate records.	May 1st 2022	
12	<p>251.055(2)(c) Mixed-Age Group - Staff-To-Child Ratio</p> <p>Description: Staff-to-child ratio was not met in the Busy Bees Nursery on 3/23/22 from 8:00 A.M.- 8:13 A.M. when a mixed age group (3 one year olds, 3 two year olds and one 2.5 year old) is observed by Licensor Slatten being cared for by one child care teacher (Staff B) until the arrival of Staff C at 8:13 A.M. The pro rata formula of 1.376 indicates 2 teachers are needed to care for this mixed age group.</p>	Adjustments to classroom sizes have been made to accomodate for ratio requirements.	May 1st 2022	
13	<p>251.055(2)(d) Mixed Age Group With Children Under Age 2 - Group Size</p> <p>Description: Group size is exceeded in the Busy Bees Nursery when toddlers are part of a mixed-age group of 9 children.</p> <p>Repeat violation: Previously cited on 2/8/2021</p>	Age groups have been reorganized allowing for seperate groups to be isolated.	June 1st 2022	

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14	<p>251.07(1)(a) Written Program Of Activities</p> <p>Description: No programming of activities is provided for an 11 year old girl present in the school age classroom. The child is seated at a table with nothing to do. The school-age teacher states she has nothing for the child to do because worksheets are being printed and no one has brought them to her. The teacher is observed engaging with the remaining children in the classroom.</p>	Staff was debriefed on properly managing mixed-age groups. Children placed in the classroom unexpectedly and age groups out of the usual roster, will be provided age-appropriate activities.	May 1st 2022	
15	<p>251.07(1)(d) Daily Routines</p> <p>Description: Eating routines were not planned to avoid keeping children waiting in lines when a 1 year old in the Busy Bees Nursery was not fed breakfast until after everyone else because not enough food was brought from the kitchen to serve all the children present in the classroom. The child was observed crying and repeatedly removed and ate food from another child's tray.</p>	Staff have been re-trained on proper meal prep techniques and requirements.	May 1st 2022	

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16	<p>251.07(2)(e) Child Guidance - Prohibited Actions</p> <p>Description: Staff A, the teacher in the school-age classroom can be heard yelling loudly at children and making cruel comments to them about their math skills. Licensors Slatten hears this while she is down the hallway waiting for the licensee to retrieve a key to open another classroom.</p> <p>Children in the Busy Bees Nursery are observed repeatedly being picked up by one arm by staff attempting to change their location and/or to redirect their behavior</p>	<p>Staff A has been advised on proper techniques for managing children.</p> <p>No staff recalls/admits to improperly handling any child. No signs of physical harm to any children was observed or documented that day.</p> <p>All staff have been debriefed on the proper way to manage children per centers policy.</p>	May 1st 2022	
17	<p>251.07(2)(e)3. Prohibited Actions - Physical Restraint, Restriction, Enclosure</p> <p>Description: A child in the Busy Bees Nursery is observed in a high chair table without being provided with any activities for an extended period of time. At one point the child is yelling "NO" and flailing his arms while in the high chair. A one year olds movement is restricted by staff when the toddler is held on a chair by a child care teacher who has one hand on the child's arm and one hand on her back preventing her from getting off the chair.</p>	<p>All staff have been debriefed on the proper way to manage children per centers policy.</p>	May 1st 2022	
18	<p>251.07(3)(i) Cleanliness Of Furnishings, Toys, Equipment</p> <p>Description: The fabric on a bouncy seat in the Busy Bees Nursery is visibly soiled and in need of washing. A cot sheet observed on a cot in the Busy Bees Nursery is visibly soiled.</p>	<p>No soiled seats were observed by licensee. Visible stains on clean sheets and stains on bouncy seat were noticed and removed.</p>	May 1st 2022	

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19	<p>251.07(5)(a)4. Meals & Snacks - Minimum Meal Requirements</p> <p>Description: Breakfast did not meet the minimum USDA meal requirements when milk was not served until after the meal was completed and multiple children who were finished eating were called back to the table for milk.</p> <p>Also, serving sizes were not met when food was not replaced for a child who immediately dropped a portion of his meal on the floor (tater tot) and for food removed from the child's tray and eaten by another child. The missing food was not replaced.</p>	<p>Per DPI CACFP Fruit was not required as a component when vegetables, meat and whole grain were served.</p> <p>Additional servings are made available daily.</p>	May 1st 2022	
20	<p>251.07(5)(a)5.b. Menus - Plan</p> <p>Description: Posted menus are not dated as required.</p>	All menus have been updated to include dates.	May 1st 2022	
21	<p>251.07(5)(a)6. Menus - Changes</p> <p>Description: Changes to the menu have not been recoded as required when orange juice is listed on the menu for breakfast but is not served.</p>	Menu changes are revised on the kitchen and cafeteria menus.	May 1st 2022	

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22	251.07(5)(b)5. Eating Surfaces - Cleaned, Sanitized Description: Tables and feeding chair trays were not washed and sanitized in the Busy Bees Nursery before and after each use as required. (Breakfast service observed.)	All staff have been retrained on proper routines for cleaning and sanitizing surfaces and toys.	May 1st 2022	
23	251.07(6)(dm)1. Medical Log Book Description: The medical log book in the Busy Bees Nursery is only numbered to Page 23.	Medical log book has been updated and numbered to end.	May 1st 2022	
24	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: The required 6 month review has not been completed for the medial log book in the Busy Bees Nursery.	All medical log books have been reviewed and updated.	May 1st 2022	
25	251.08(5)(a)1. Vehicle Requirements - Registration Description: The licensee is unable to demonstrate that the child care van is currently registered. The sticker on the license plate expired October 2021 and the licensee is unable to provide current registration for the vehicle.	Vehicle files are now accessible by all managers.	May 1st 2022	

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26	251.09(1)(b) Infant & Toddler - Location & Sharing Intake Information Description: Infant/toddler intakes are kept in the main office, not in the Busy Bees Nursery where children under 2 are cared for.	Intakes have been placed in the classroom in a file. Staff have been trained on how and when to review the intake.	May 1st 2022	
27	251.09(1)(e) Infant & Toddler - Provider Training Description: Staff D, who provides care and supervision to children under age 2, has not completed the course "Fundamentals of Infant and Toddler Care." Staff D has been employed since 6/10/21.	Staff D is in the process of completing 10-hour infant and toddler training.	May 1st 2022	
28	251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: A bottle brought from home has the child's name but is not dated as required.	Staff have been debriefed on the proper procedures for labeling bottles and other belongings.	May 1st 2022	

NAME - Certification Worker / Licensing Specialist
Maureen Slatten

Date Issued
4/6/2022

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
4/20/2022