

Date Correction Plan Due 10/21/2022	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 Happy Hollow Learning Center		Provider Number / Facility ID Number 3000587563 / 001 - 2000884		
Address - Facility (Street, City, State, Zip Code) 1396 Patton Dr Hartford WI 530279271		Telephone Number 262-673-3005		Date - Regulation Visit 8/15/2022
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: Based upon investigation:</p> <p>On August 10, 2022, 2 child care workers failed to sign themselves out of ratio in the Safari Room.</p> <p>On August 5, 2022, 1 child care worker failed to sign themselves out of ratio in the Safari Room.</p> <p>On August 4, 2022, 1 child care worker failed to sign themselves out of ratio in the Baby Bears Room.</p> <p>On August 8, 2022, 1 child care worker failed to sign themselves out of ratio in the Dino Room.</p> <p>On August 8, 2022, 1 child care worker failed to sign themselves out of ratio in the Owls Room.</p> <p>Repeat violation: Previously cited on 4/11/2022</p>	<p>The staff members responsible are no longer employed.</p> <p>Additional trainings to staff has been completed. Additional trainings - ongoing.</p>	<p>completed</p> <p>ongoing.</p>	

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1396 Patton Dr Hartford WI 530279271		262-673-3005	8/15/2022	
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2	<p>251.055(1)(b) Supervision - Teacher Per Group Of Children</p> <p>Description: Based upon investigation, on August 4, 5 & 10, 2022, 2 child care workers who were assistant teacher qualified were left alone with children in the Safari Room.</p>	The staff member involved, falsified her required education/training to be teacher eligible. She is no longer employed. Hiring director will only use Registry verified information in the future.	Complete	
3	<p>251.055(2)(b) Staff-To-Child Ratios - Minimum</p> <p>Description: Based upon investigation:</p> <p>On August 5, 2022 at approximately 9:27a.m., 1 child care worker was left with 8 children between the ages of 1 and 2.5 years in the Safari Room while the other child care worker left the room to use the bathroom.</p> <p>On August 4, 2022, between 4:30p.m. and 4:45p.m., there were 5 children under the age of 2 left alone with 1 child care worker in the Baby Bears Room.</p> <p>On August 4, 2022, between 11:40a.m. and 1:15p.m., there were 8 children under the age of 2 left alone with 1 child care worker in the Baby Bears Room.</p> <p>Repeat violation: Previously cited on 2/2/2021</p>	<p>The staff member responsible is no longer employed. Reminder trainings to other staff on ratio, group size, sign in/out ongoing.</p> <p>Baby room video shows children were not left out of ratio on either occasion in the Baby Bears room, however staff did not sign in/out as required by policy and DCF rule requirements. Staff involved are no longer employed. Director will conduct ongoing reminders and training for sign-in/out requirements.</p>	<p>Complete</p> <p>Complete-Ongoing.</p>	

NAME - Agency Worker
Jamie Brandt

Date Issued
10/7/2022

SIGNATURE - Agency Worker

Michael Siegler - Administrator

Date Signed
10/19/2022