

<b>Date Correction Plan Due</b> 7/19/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Happy Hollow Learning Center		<b>Provider Number / Facility ID Number</b> 3000587563 / 001 - 2000884		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1396 Patton Dr Hartford WI 530279271		<b>Telephone Number</b> 262-673-3005	<b>Date - Regulation Visit</b> 4/26/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(2)(h) <b>Policies Submitted &amp; Implemented</b>  Description: Based upon investigation, a child care worker failed to implement the center's policy on communicating with parents on March 1, 2024 when they used their personal Facebook Messenger account to communicate with a parent of a child in care.  Repeat violation: Previously cited on 12/19/2023	parent initiated conversation via messenger, staff responded, retrained staff on 4/26/24 to only communicate with parents via policy, staff recommended no clients on personal facebook account	4/26/24	
2	251.04(3)(L) <b>Report - Construction Or Remodeling</b>  Description: Based upon observation on April 26, 2024, the licensee failed to notify the Department in writing prior to installing two new sinks at the center.	will notify in future of direct dates	7/17/24	

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3	251.06(2)(gm) <b>Premises - Well Drained, Clean, In Good Repair</b>  Description: Based upon observation on April 26, 2024, there were several fish tanks throughout the center with dirty lids.	Fish tank covers had city hard water build up stains, Instructed staff on 7/5/24 to increase fish tank cover cleaning on a weekly basis	7/5/24
4	251.07(6)(dm)4. <b>Medical Log - Reviewing Injury Records</b>  Description: Based upon observation on April 26, 2024, the medical log book in the Ocean Room was not reviewed every 6 months, as the last review occurred on September 25, 2023.	Medical logs will be reviewed every 6 months at minimum per DCF state requirements	6/10/24

**NAME** - Agency Worker  
Jamie Brandt

Date Issued  
7/5/2024

**SIGNATURE** - Certified Operator or Designee / Licensee or Designee

Alexis Johns

Date Signed  
7/17/24