

Date Correction Plan Due 8/6/2024	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		Provider Number / Facility ID Number	
Kecamps-River Club Day Camp		6000587786 / 001 - 2001234	
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit
12400 N Ville Du Parc Dr Mequon WI 530922448		877-671-2267	7/15/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	252.41(1)(L)1.a. Monitoring Results Posted Description: The program failed to post the non-compliance report and plan of correction from the previous visit in a place visible to the parents. Repeat violation: Previously cited on 7/5/2023, 7/21/2022	These items will be posted in a place visible to parents/guardians	2025 Season
2	252.41(4)(a)1.a. Child Record - Enrollment Information Description: Based on records review, the center failed to document the dates of enrolled camp sessions for children # 1,2,3, and 4. See checklist. Repeat violation: Previously cited on 7/21/2022	These items are stored electronically and will be available for review.	2025 Season

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date	
3 252.41(4)(a)6.d. Child Record - Health History - Medical Contact Description: Based on records review, the provider did not have the names, addresses, and telephone numbers of the physicians or medical facilities caring for 4 children in care. See checklist.	Health history records will have physician's name/ address/phone number and will be available at camp.	2025 Season		
4 252.41(4)(a)6m. Child Record - Immunization History Description: Based on records review, the center did not have the immunization information for Children # 1,2,3 and 4 on file. See checklist. Repeat violation: Previously cited on 7/21/2022	Immunization records will be on file for all campers and be available for review.	2025 Season		
5 252.42(1)(a)1. Staff File - Personal Information Description: Based on records review, the provider did not have a staff record form on file for staff member F. See checklist.	Staff files ^{are} will be maintained for all staff members and will be available for review.	2025 Season		

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6 252.42(1)(a)2. Staff File - Training & Certifications Description: Based on records review, the provider did not have documentation of certification/training for the positions held for staff members B and F. See checklist. Repeat violation: Previously cited on 7/21/2022	We keep all training certifications for staff on file & all will be available for review.	2025 Season		
7 252.42(1)(a)4. Staff File - Pre-Camp Training Description: Staff members B and F did not have the pre-camp training information on file. See checklist. Repeat violation: Previously cited on 7/21/2022	All staff will have pre-camp training information on file for review.	2025 Season		
8 252.42(1)(a)6. Staff File - High School Diploma Or Equivalent Description: Based on records review, the center did not have a high school diploma or equivalent for staff members B and F on file. See checklist. Repeat violation: Previously cited on 7/21/2022	All H.S. diplomas for all staff members are kept on file and will be available for review.	2025 Season		

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9	252.42(3)(e) Cardiopulmonary Resuscitation Training Description: Staff members B and F did not have a CPR certificate prior to working with children in care. See checklist. Repeat violation: Previously cited on 7/21/2022	All staff will have CPR certificates before working at camp, and these will be available for review.	2025 Season	
10	252.44(6)(e)1.a. Medication Administration - Parental Authorization Description: There was a medication authorization form for an epi pen that did not have the expiration date. Repeat violation: Previously cited on 7/5/2023, 7/21/2022	We will ensure all medications at camp have their expiration dates clearly marked on the labels.	2025 Season	
11	252.44(6)(g)1. Medical Log - Maintenance Description: The center's medical log book pages were not numbered.	All pages in the medical log will be numbered.	2025 Season	

NAME - Agency Worker
Gloribel Tegen

Date Issued
7/23/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Suzanne Brennan

Sept. 3, 2024