

Date Correction Plan Due  
4/12/2024

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

TO FILE A COMPLAINT CALL  
262-446-7800

**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: Cadence Academy Of Waukesha  
Provider Number / Facility ID Number: 4000589094 / 008 - 2005012

Address - Facility (Street, City, State, Zip Code): 1705 Paramount Dr Waukesha WI 531863922  
Telephone Number: 262-549-9199  
Date - Regulation Visit: 3/26/2024

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.05(4)(a) <b>Staff Orientation - Develop, Implement, Document</b>  Description: Staff A does not have documentation of a completed orientation on file for review.  Repeat violation: Previously cited on 9/18/2023	Staff member will receive a complete orientation	3/29/24	
2 251.06(9)(a)2. <b>Kitchen Equipment &amp; Utensils - Safe &amp; Sanitary</b>  Description: The freezer in the kitchen was observed with food/liquid spills and requires cleaning.	Our next will clean out both freezers deep and monitor them everyday for dirt and spills	3/31/24	

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<p>3 251.07(6)(dm)4. Medical Log - Reviewing Injury Records</p> <p>Description: The medical log book in the Orange Room has not been reviewed in the past 6 months.</p>	<p>Medical log was reviewed and will now be reviewed on a monthly basis</p>	<p>3/28/24</p>	

NAME - Agency Worker  
Laura Taylor, Charlene Langsdorf

Date Issued  
3/29/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed