

Date Correction Plan Due 9/12/2025	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 The Giving Tree Dev Center Llc		Provider Number / Facility ID Number 2000589532 / 002 - 2005423		
Address - Facility (Street, City, State, Zip Code) 6725 W Burleigh St Milwaukee WI 532101319		Telephone Number 414-808-0004	Date - Regulation Visit 8/21/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)6. Child Record - Health History Description: The health history information on file for Child #3, #4, and #8 is incomplete. The health history questions (#2-8) for Child #3 (identified as having asthma), were blank. The emergency care plan for Child #4 and #8, both identified as having a food allergy, does not indicate the steps a child care provider should follow.	Contacted the parents/guardians of Child #3, #4, and #8 to immediately update and complete the health history and emergency care plan forms. For Children #4 and #8, revised emergency care plans now include clear step-by-step instructions for staff to follow in the event of an allergic reaction.	August 21, 2025	
2	251.04(6)(a)6m. Child Record - Immunization History Description: Child #4 does not have immunization history on file and has been attending the center for more than 30 days.	Contacted the parent/guardian of Child #4 immediately (September 11, 2025) to request the child's immunization record or a signed waiver. Child #4's continued enrollment is contingent on receipt of the immunization record or waiver within 5 business days.	August 21, 2025	

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3	<p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: Staff A does not have documentation of a completed physical examination within 30 days after Staff A was hired.</p> <p>The physical on file for Staff B is incomplete; there is no documentation on file indicating Staff B is physically able to work with children.</p> <p>Repeat violation: Previously cited on 9/19/2024</p>	<p>Immediately schedule outstanding physicals for Staff A and Staff B with a licensed physician.</p>	September 30, 2025	
4	<p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: Staff A does not have documentation of completing training in shaken baby syndrome/abusive head trauma a prior to working with children under 5 years old.</p>	<p>Enroll Staff A in DCF-approved Abusive Head Trauma Prevention Training within the next 7 days.</p> <p>Require proof of completion and place certificate in staff file.</p>	September 20, 2025	
5	<p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Staff A started working in July 2025 and has not completed the required child abuse and neglect training.</p>	<p>Register Staff A for DCF-approved Child Abuse & Neglect Training by September 15, 2025.</p>	September 15, 2025	

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6	251.05(3)(gr)3.a. Meal Prep Personnel - Training Description: Staff working as the centers meal prep personnel does not have documentation of completing at least 4 hours of training in kitchen sanitation, food handling, and nutrition.	All current and future meal prep personnel complete a minimum of 4 hours of training in the required subjects: kitchen sanitation, food handling, and nutrition	September 29, 2025	
7	251.055(1)(f) Child Tracking Procedure Description: The centers tracking procedures were not followed, when on 8/21/25, 5 children were present in the Pea Pods 2 room but 4 children were marked on the tracking record. And in a combined room, 14 children were present but only 13 were marked on tracking.	We held a mandatory meeting with all staff to review our current system and identified what needed improvement. We will also make sure to conduct frequent, checks to ensure everyone is following the protocol perfectly.	August . 29, 2025	
8	251.06(11)(bm)3. Outdoor Play Equipment - Construction, Condition Description: In the outdoor play space, a Big Flyer Tricycle was missing the adjustable seat and a ride-on plastic horse was missing the handlebar. Repeat violation: Previously cited on 10/18/2023	Immediately removed the Big Flyer Tricycle and ride-on plastic horse from the outdoor play space immediately , to eliminate safety hazards.	August 21, 2025	

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9	<p>251.06(2)(b) Electrical Or Hot Surface Protection</p> <p>Description: An electrical outlet in the Pea Pods 2 room was missing a child proof outlet guard.</p> <p>Repeat violation: Previously cited on 9/19/2024</p>	<p>Immediately installed a new child-proof outlet guard in the Pea Pods 2 classroom on the day of inspection.</p> <p>Conducted a full sweep of all classrooms and common areas to ensure every outlet has a child-proof guard in place.</p> <p>Added outlet guard checks to the monthly classroom safety inspection checklist.</p>	August 21, 2025	
10	<p>251.06(2)(n) Garbage Containers - Construction & Disposal Schedule</p> <p>Description: The garbage container in the outdoor play space does not contain a tight fitting cover.</p>	<p>Immediately replaced the outdoor play space garbage container with one that has a secure, tight-fitting cover.</p> <p>Staff were reminded of the requirement to ensure lids are always closed after use.</p> <p>Added garbage container checks to the monthly outdoor safety inspection checklist.</p>	September 13, 2025	
11	<p>251.07(6)(dm)3.c Medical Log - Medication Administration</p> <p>Description: A child care worker shall record in the medical log book any medication dispensed to a child, on the date the medication was dispensed. An Asthma inhaler was administer to a child on various days but it was not recorded in the medical log book. It was instead recorded on a log sheet identified to be used by the providers.</p>	<p>Staff have been retrained on the requirement that all medication administered must be recorded in the center's official medical log book on the date given, even if classroom medication sheets are also being used.</p>	August 29, 2025	
12	<p>251.07(6)(dm)4. Medical Log - Reviewing Injury Records</p> <p>Description: The medical log book was not reviewed in the past 6 months; the most recent review date occurred on 1/16/25.</p>	<p>The medical log book was reviewed and discussed during our three-day Professional Development training (August 27–29, 2025).</p>	August 29, 2025	

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13	251.07(6)(f)6. Current Authorizations For Medications On Premises Description: A medication authorization observed on the premise does not have a start and end date on the form. Repeat violation: Previously cited on 9/19/2024	Contacted the parent/guardian immediately to update the authorization form with required start and end dates. Implemented a new review process: All medication authorizations will be checked by the Director or designated admin staff before being accepted and filed. Forms missing start/end dates will be returned to parents for correction before medication is stored or used.	August 21, 2025	
14	251.09(1)(L) Infant & Toddler - Soft Materials In Cribs Description: In the Pea Pods 2 room, a 7 week old was observed sleeping in a crib with a bib on. **The bib was removed during the monitoring visit** Repeat violation: Previously cited on 9/19/2024	Posted a Safe Sleep reminder poster in all infant/toddler rooms as a visible daily reminder for staff. Implemented a daily crib safety check conducted by the lead teacher before rest time to ensure cribs are free of soft items.	August 21, 2021	

NAME - Agency Worker

Kristin Lange, Maureen Slatten

Bianca Cannon

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Issued

8/28/2025

9/11/2025

Date Signed