

Date Correction Plan Due
7/24/2025

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, you will be given a notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center

Tee Tee Kita's Cc And Lrng Center

Provider Number / Facility ID Number

0000591040 / 001 - 2006209

Address - Facility (Street, City, State, Zip Code)
2812 W Fairmount Ave Milwaukee WI 532095525

Telephone Number
414-837-3044

Date - Regulation Visit
7/2/2025

	Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)6. Child Record - Health History	Description: Child #6 did not have documentation of a health history and emergency care plan form on file for review. Repeat violation: Previously cited on 5/23/2024	We will do monthly checks on all files at the beginning of every month checks will be done by Lead staff and then by Director. This way we can ensure that all forms are in the file and complete, that they are up to date and signed. This will also ensure that all classes and course are done and or renewed as scheduled. By having a double checking method, this shouldn't happen again.	08-01-2025	
2	251.05(2)(a)4.d. Staff Record - Educational Qualifications	Description: Staff A, who was observed as the only teacher in the school age room, is not qualified as a lead teacher, per The Registry.	The staff's qualifications were misidentified as a lead teacher, but are now identified as an assistant. She will enroll in the next available class for introduction to the Childcare Profession as soon as possible. Upon completion Licensor will be notified.	07-07-2025	

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2812 W Fairmount Ave Milwaukee WI 532095525		414-837-3044	7/2/2025
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3	<p>251.05(2)(a)7. Staff Record - Continuing Education</p> <p>Description: Staff A and B did not have documentation of 15 hours of continuing education on file for the prior year.</p> <p>Repeat violation: Previously cited on 5/23/2024</p>	<p>Staff will be given reminders and resources as to where they can purchase or get free continuing ed classes. We will also give a deadline stating when it needs to be completed.</p>	07-07-2025
4	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Staff C does not have documentation of a current infant/child CPR certificate on file for review.</p> <p>Repeat violation: Previously cited on 5/23/2024</p>	<p>We will do monthly checks on all files at the beginning of every month checks will be done by Lead staff and then by Director. This way we can ensure that all forms are in the file and complete, that they are up to date and signed. This will also ensure that all classes and course are done and or renewed as scheduled. By having a double checking method, this shouldn't happen again.</p>	07-07-2025
5	<p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Staff E did not have documentation of a current child abuse and neglect certificate on file for review during the licensing visit (expired 1/2025).</p>	<p>We will do monthly checks on all files at the beginning of every month checks will be done by Lead staff and then by Director. This way we can ensure that all forms are in the file and complete, that they are up to date and signed. This will also ensure that all classes and course are done and or renewed as scheduled. By having a double checking method, this shouldn't happen again.</p>	07-02-2025

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6	<p>251.055(1)(f) Child Tracking Procedure Description: There was no tracking sheet in the school age room. There were 15 children in the Red room but only four were signed in on the tracking form.</p>	<p>We have added folders to each class with tracking sheets inside, ready for use. The folders will stay in the classrooms so that teachers have the sheets at all times. The folders will be filled as needed and the sheets will be collected at the end of each day.</p>	07-02-2025	
7	<p>251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: tornado drills were not documented as being completed for April, May or June 2025.</p>	<p>We have designated one person to monitor the boards, making sure that all drills are conducted on schedule and none are forgotten, and that vehicle alarm inspection is done as well. Staff will make sure all documentation is done accordingly.</p>	07-07-2025	
8	<p>251.06(9)(d)1.a. Food Storage - Perishable, Potentially Hazardous Food Description: A freezer in the kitchen was not in safe operating condition as the food contained in the unit was thawed out.</p>	<p>The freezer has been replaced.</p>	07-07-2025	

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9 251.06(9)(d)2.a. Food Storage - Dry Food Description: Open boxes of food in the kitchen were not stored in a zip lock type back or food storage container. An open container of infant cereal in the kitchen was not labeled/dated.	All baby food will be labeled / dated and stored in the infant room cabinet. Containers with lids and Ziplock freezer bags will be in the kitchen cabinet and pantry to store any snacks or food that has been opened.	07-07-2025	
10 251.07(4)(c) Naps Or Rest Periods - Sleeping Surfaces - Children Under 1 Description: a portable sleeping play pen/crib in the infant room had large holes in the netting.	The play pen has been replaced.	07-07-2025	
11 251.08(5)(c) Vehicle Alarm - Inspection Description: Monthly documentation for June 2025 vehicle alarm was not documented.	We have designated one person to monitor the boards, making sure that all drills are conducted on schedule and none are forgotten, and that vehicle alarm inspection is done as well. Staff will make sure all documentation is done accordingly.	07-07-2025	
12 251.09(1)(b) Infant & Toddler - Location & Sharing Intake Information Description: One child's Under 2 Intake form was not in the room when licenser came into the room (the form was in the office).	When a child re-enrolls, we will make sure all documents are updated and where they need to be promptly.	07-02-2025	

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13	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: one Under 2 Intake form has not been updated in the past three months (last updated 2/2025).	We will do monthly checks on all files at the beginning of every month checks will be done by Lead staff and then by Director. This way we can ensure that all forms are in the file and complete, that they are up to date and signed. This will also ensure that all classes and course are done and or renewed as scheduled. By having a double checking method, this shouldn't happen again.	08-01-2025
			Verification Date

NAME - Agency Worker
 Laura Taylor, Joel Marquez

Date Issued
 7/10/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee


Date Signed
 07-21-2025