

Date Correction Plan Due 9/13/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-361-7700
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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 Ymca Child Care Center		Provider Number / Facility ID Number 1000559711 / 002 - 1002537					
Address - Facility (Street, City, State, Zip Code) 1000 Division St Stevens Point WI 544812724		Telephone Number 715-952-9339	Date - Regulation Visit 8/16/2024				
	Rule/Statute Number Noncompliance Statement 1 251.04(6)(a)1. Child Record - Enrollment Information Description: The enrollment information for Children 4, 7, 9, 11, 13, and 16 did not include the date for the child's first day of attendance.	Correction Plan All dates have been added effective 9-13-24	<table border="1"> <thead> <tr> <th data-bbox="1509 727 1755 792">Expected Completion Date</th> <th data-bbox="1755 727 1967 792">Verification Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="1509 792 1755 1052">8-18-2024</td> <td data-bbox="1755 792 1967 1052"></td> </tr> </tbody> </table>	Expected Completion Date	Verification Date	8-18-2024	
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	2 251.04(8)(a) Mandated Reporting - Child Abuse & Neglect Description: Per review of the medical log book, a child in care reported an incident of potential child abuse and neglect to a child care worker on 08/15/24. The child care worker reported the incident to management and neither the child care worker or management reported the incident to county health and human services or law enforcement.	All staff involved in this entry have been talked to and retrained in reporting	<table border="1"> <tbody> <tr> <td data-bbox="1509 1052 1755 1430">8-18-2024</td> <td data-bbox="1755 1052 1967 1430"></td> </tr> </tbody> </table>	8-18-2024			
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3 251.05(2)(a)6. Staff Record - Days & Hours Worked Description: In Room 117 one staff was not signed in on the daily attendance sheet. In Room 109 one staff was not signed in on the daily attendance sheet. In Room 104 one staff was not signed out on the daily attendance sheet. Repeat violation: Previously cited on 1/19/2024	All staff have been retrained in signing in and out. 9-13-2024	8-18-2024	
4 251.055(1)(f) Child Tracking Procedure Description: Staff in Room 117 did not adhere to the procedure to ensure the number, names, and whereabouts of children in care are known to assigned child care workers at all times. Staff stated they had 13 children when there were 14 children present in their group.	Staff in room 117 were retrained in child counts every 30 min.	8-18-2024	
5 251.07(5)(a)9. Special Diets - Medical Condition Description: Child 5 was receiving a special diet and did not have written instruction from the child's physician on file.	Per request of parent Supplement will no longer be given.	8-18-2024	

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6 251.07(6)(dm)3.b. Medical Log - Injury In Care Description: The medical log book in the Multipurpose Room had several entries that did not include the full name of the child.	med-log training will be done at next staff meeting	9-5-2024	
7 251.07(6)(dm)3.c Medical Log - Medication Administration Description: In the Multipurpose Room, a medication was administered twice on 06/19/24. The entry was not recorded on the date medication was administered and appeared in the medical log book after an entry on 07/02/24.	The staff involved were retrained in medication documentation	8-18-2024	
8 251.07(6)(f)1.a. Medication Administration - Parent Authorization Description: The parent authorization for one medication in the Multipurpose Room was missing the dates of authorization on the form.	New authorizations have been filled out and dated	8-18-2024	

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9	251.07(6)(f)5. Medication Administration - As Labeled & Authorized Description: The parent authorization for a medication in Room 111 exceeded the recommendations on the medication label. The medication required a doctor consultation after 7 days of use and a doctor was not consulted.	This authorization was expired and shredded per-Parent	8-18-2024
10	251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection Description: Per staff interview and observation, the disinfectant product is not being used per the manufacturer's instructions on the label. Repeat violation: Previously cited on 1/19/2024	All staff will wait 3 min for disinfectant to dissolve.	8-18-2024

NAME - Agency Worker
Heather Struck

Date Issued
8/29/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed



9-3-2024