

<b>Date Correction Plan Due</b> 3/21/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b> Milestones Prog For Child-Lydell		<b>Provider Number / Facility ID Number</b> 2000563872 / 009 - 220343		
<b>Address - Facility (Street, City, State, Zip Code)</b> 5205 N Lydell Ave Whitefish Bay WI 53217		<b>Telephone Number</b> 414-967-2160	<b>Date - Regulation Visit</b> 2/7/2024	
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(a)6m. <b>Child Record - Immunization History</b>  Description: There was no immunization record on file for Child #6.	Parent was asked to submit immunization records.	Done 3/13/24	
2	251.05(2)(a)4.d. <b>Staff Record - Educational Qualifications</b>  Description: Educational qualifications was not observed on file for Staff B, Staff G, and Staff I.  Repeat violation: Previously cited on 10/11/2023, 10/6/2022	Transcripts/course certificates requested from staff. All staff will also join the Registry to verify educational qualifications.	4/7/24	

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3	<p>251.06(2)(gm) <b>Premises - Well Drained, Clean, In Good Repair</b></p> <p>Description: In the Sea Turtles room the window shelf next to the loft required cobweb cleaning and broken mirror pieces in the lower loft area.</p>	<p>Broken toy was thrown away and shelf was dusted. Staff were reminded to monitor toys, and add dusting to cleaning routines.</p>	<p>Done 2/8/24</p>	
4	<p>251.06(3)(b)4. <b>Emergencies - Record Of Fire / Tornado Drills</b></p> <p>Description: Documentation of fire/tornado drills was not observed.</p>	<p>Documentation will be done monthly - noted on calendar.</p>	<p>Done 3/11/24</p>	
5	<p>251.06(4)(jm)2. <b>Fire Alarms &amp; Smoke Detectors - Testing</b></p> <p>Description: The documentation of the required monthly fire alarms/smoke detector system was not observed on file.</p>	<p>Documentation will be done monthly - noted on calendar.</p>	<p>Done 3/11/24</p>	
6	<p>251.06(9)(b)1. <b>Kitchen Utensils &amp; Surfaces - Clean &amp; Sanitize</b></p> <p>Description: The refrigerator in the Starfish room required cleaning.</p>	<p>Refrigerator was cleaned. Cleaning procedures were reviewed with staff.</p>	<p>Done 2/9/24</p>	

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7	251.06(9)(d)1.c. <b>Food Storage - Cold Storage Thermometers</b>  Description: The thermometers in the refrigerators in the Sea Turtles room and in the Whale room were broken.  Repeat violation: Previously cited on 3/15/2022	New thermometers were purchased.	Done 2/14/24	
8	251.07(6)(f)1.a. <b>Medication Administration - Parent Authorization</b>  Description: Two medical authorization for two children were missing complete interval dates.	Dates were added on both forms. Medical authorization form rules were reviewed with staff.	Done 2/8/24	
9	251.07(6)(f)6. <b>Current Authorizations For Medications On Premises</b>  Description: A medication authorization was observed expired. The authorization expired January 2024.	Form was updated and new medication was brought in by family.	Done 2/8/24	
10	251.09(1)(am) <b>Infant &amp; Toddler - Intake Information</b>  Description: There is no Intake for under 2 on file for Child #4.	Parent was asked to submit form.	Done 2/8/24	

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11	251.09(1)(e) <b>Infant &amp; Toddler - Provider Training</b>  Description: Infant and toddler training was not observed on file for Staff F.	Staff member no longer is employed.	Done 2/20/24	
12	251.09(4)(b) <b>Infant &amp; Toddler - Sinks In Self-Contained Area</b>  Description: The sink in the Starfish room was observed being used for bottle and toy washing and not exclusively used for handwashing.	Health and safety procedures were reviewed for all infant-toddler staff.	Done 2/8/24	

**NAME - Agency Worker**  
Crescenta Sabree, Tameka Thompson

**Date Issued**  
3/7/2024

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

**Date Signed**

*Cathy Schmidt*

3/18/24