

Date Correction Plan Due 8/1/2024	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 Milestones Prog For Child-Md		Provider Number / Facility ID Number 2000563872 / 020 - 2006477		
Address - Facility (Street, City, State, Zip Code) 8377 N Port Washington Rd Fox Point WI 532172653		Telephone Number 262-283-9266	Date - Regulation Visit 6/25/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)1. Child Record - Enrollment Information Description: An emergency contact, other than the parent, was not on file for Child #4. An authorized person to pick up a child, other than a parent, was not on file for all children's files observed.	a new form that specifies emergency contact as well as authorized pick- ups is complete and will be filled out by all families.	With this new form I expect it will take until September 30, 2024 to get them all in.	
2	251.04(6)(a)6m. Child Record - Immunization History Description: Immunization history for Child #5 was not on file.	Our main office staff checks this upon registration to make sure it is complete and follows up every two weeks until complete.	ongoing.	

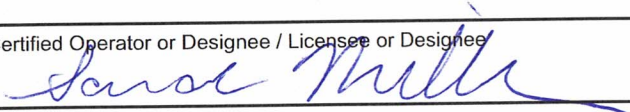
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3	<p>251.05(2)(a)4.a. Staff Record - Registry Certificate</p> <p>Description: A certificate from the Wisconsin Registry documenting that the person has met the educational qualifications for the position was not on file for Staff A.</p>	<p>The staff member has applied to the Registry and is also enrolled in a class. As new staff are onboarded there is a checklist and follow up every two weeks until things are complete as needed.</p>	<p>August 31, 2024</p>	
4	<p>251.05(2)(a)5. Staff Record - High School Diploma</p> <p>Description: Documentation of a high school diploma or its equivalent as determined by the Wisconsin department of public instruction was not on file for Staff A.</p>	<p>Staff has diploma sent to the Registry and we will get a copy. In the future we know all staff need their high school diploma on file and have added it to our orientation checklist to complete</p>	<p>August 31, 2024 and ongoing</p>	
5	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: A current certificate of completion for infant and child cardiopulmonary resuscitation and automated external defibrillator use from an agency approved by the department was not on file for Staff A. Staff A's CPR/AED certificate expired 11/2022.</p>	<p>Staff A has the CPR on file now. This is on our orientation checklist and new staff are allowed time on site to complete this.</p>	<p>July 15, 2024</p>	

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6	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Current training on child abuse and neglect reporting requirements was not on file for Staff A. Staff A's child abuse and neglect training certificate expired 4/2024.	This has been completed. This is on our orientation checklist and staff are given time on site in first days to complete	August 31, 2024

NAME - Agency Worker
Crescenta Sabree

Date Issued
7/18/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

9-17-24