

Date Correction Plan Due 7/3/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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 Ywca Child Care		Provider Number / Facility ID Number 7000560217 / 002 - 420161		
Address - Facility (Street, City, State, Zip Code) 230 S Madison St Green Bay WI 54301		Telephone Number 920-432-5581	Date - Regulation Visit 5/10/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff worker A on the staff record checklist does not have documentation of having a completed physical exam within 30 days of hire.	Staff member no longer employed. Physical must be complete prior to a potential return.	June '24	
2	251.05(3)(b) Abusive Head Trauma Prevention Training Description: Staff worker C on the staff record checklist does not have documentation of completing Abusive Head Trauma training prior to working with children under 5 years of age. Repeat violation: Previously cited on 5/3/2023	AHT training was complete, just not filed properly. Filing practices will be improved.	6/27/24	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Five out of seven staff workers on the staff record checklist do not have documentation of completing biannual training in child abuse and neglect laws, identification and reporting procedures as required.	CAN training was completed in September '22 -documentation of training was not filed properly -filing practices will be improved	-next training due September 2024	
4	251.05(3)(gr)2. Meal Prep Personnel - Orientation Description: Staff worker D on the staff record checklist does not have documentation of completing an orientation within the first week of hire.	Staff member no longer employed -orientation not documented properly -filing practices will be improved	June '24	

NAME - Agency Worker
Linda Juckem

Date Issued
6/19/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Holly R. Hermann

Date Signed
06/27/2024