

Date Correction Plan Due 1/23/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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 Greenway Crossing Montessori		Provider Number / Facility ID Number 2000575852 / 001 - 1007042		
Address - Facility (Street, City, State, Zip Code) 1325 Greenway Cross Madison WI 53713		Telephone Number 608-274-6475	Date - Regulation Visit 1/5/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(L)1.b. Department Notices Posted Description: The center did not post a warning letter that was issued by the department.	Warning letter has being - Post on our communication board	1/8/2024	
2	251.05(2)(a)2. Staff Record - Completed Background Check Description: A staff member was caring for children while not having a completed background check. Repeat violation: Previously cited on 10/2/2023, 7/25/2023	New hired employees will get a background check and fingerprint done before 1st day of work	1/30/2024	

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Date - Regulation Visit
1/5/2024

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	<p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: Staff D did not have a completed training on preventing abusive head trauma prior to beginning to work with children.</p> <p>Repeat violation: Previously cited on 10/2/2023</p>	<p>A 2 day training prior to 1st day of work will help new teachers to take the necessary trainings required to prevent abusive head trauma</p>	<p>1/30/24</p>	
4	<p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Staff D did not have a complete training on child abuse and neglect reporting requirements within one week of beginning work.</p> <p>Repeat violation: Previously cited on 10/2/2023, 1/12/2022</p>	<p>New employee will have a 2 day training to fill up paperwork and take the abuse and neglect training</p>	<p>1/30/24</p>	
5	<p>251.05(3)(g)1. Assistant Child Care Teacher - Supervision</p> <p>Description: Two assistant teachers were not working under the supervision of a qualified child care teacher while caring for children in toddler room.</p> <p>Repeat violation: Previously cited on 10/2/2023</p>	<p>Teachers will take the proper requirement training to be a qualified child care teacher. most teachers are spanish speakers so training is not available as often. We have sign up teachers for coming up trainings.</p>	<p>1/31/24</p>	

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6	251.05(4)(a) Staff Orientation - Develop, Implement, Document Description: An orientation completed within the first week of hire was not completed and on file for staff D. Repeat violation: Previously cited on 10/2/2023, 1/12/2022	Orientation form will be part of a 2 day training prior to begging working with us	01/31/24	
7	251.07(6)(i)2. Adult Handwashing Description: A staff member was observed not washing their hands with soap and running water in between diaper changes and wiping body fluids.	We have posted a poster about times that hand need to be wash Also importance of changing gloves and proper hand washing during diapering and wiping body fluids.	01/31/24	
8	251.09(4)(a)10. Infant & Toddler - Diapering Lotions, Powders, Salves Description: Directions on how to use any diapering lotion, powders or salves for each individual child was not posted in the diaper area.	We have medication form from parents for diapering lotion, powder with instruction.	01/22/24	
9	251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection Description: Diaper changing surfaces were not being disinfected with a with an approved disinfecting solution that is registered with U.S. environmental protection agency.	We used 2 bottles one has soap and water 2nd has sanitizer This is approve with us. environmental protection	01/08/24	

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Expected
Completion Date

Verification
Date

NAME - Agency Worker

Michelle Garcia, Casey Allison

Date Issued

1/9/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

2-1-24