

Date Correction Plan Due
12/23/2024

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
608-422-6765

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 Lighthouse Kids West		Provider Number / Facility ID Number 0000582650 / 001 - 1012083		
Address - Facility (Street, City, State, Zip Code) 6402 Schroeder Rd Madison WI 537112424		Telephone Number 608-441-9408	Date - Regulation Visit 11/26/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.04(1)(c) Hours, Days, Months Of Operation</p> <p>Description: According to the attendance records from March 2022 to August 2022, the center provided care after the hours of operation on multiple occasions. Children were signed out from 5:33pm to 6:00pm.</p>	<p>We are working hard with the teachers so that they use the system correctly</p>	12/16/24	
2	<p>251.04(2)(a) Compliance With Laws</p> <p>Description: Based on a report from BCCSA, the program did not comply with the requirements of Wisconsin Statute 49.155(6m)(a) Child Care Provider Record Keeping based on evidence of contradictory records and missing and/or illegible attendance times. Additionally, BCCSA noted non-compliance related to DCF 201.04(5) (b) Provider Overpayments.</p>	<p>We are working to be able to have all the documentation in order, signout the children from the system and take notes with parents about the children leave late.</p>	12/17/24	

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3	251.04(6)(b) Current, Accurate Daily Attendance Record Description: Attendance records from March 2022 to August 2022 did not have the actual departure for multiple children in care. According to the provider statement, if parents did not sign out a child at pick up time, ProCare electronic application would automatically signed out the child at 6:00pm. Additionally, there were missing attendance records that were not submitted to the department.	We are working to get children out of the system correctly.	12/17/24
4	251.055(1)(f) Child Tracking Procedure Description: The center's child tracking procedure failed when the attendance record which was the main tracking system was inaccurate and several children were not signed out or their location was not noted due to gaps in records.	The teachers are checking each child's exist to avoid these errors.	12/17/24

NAME - Agency Worker
Luzdarys Marquez

Date Issued
12/9/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

TERCIA GABRIEL

Date Signed

12-20-24