

Date Correction Plan Due 8/5/2025	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 Hearts And Minds Childcare Llc		Provider Number / Facility ID Number 3000587623 / 003 - 2004248		
Address - Facility (Street, City, State, Zip Code) 8980 N 85Th St Milwaukee WI 532242104		Telephone Number 414-263-8943	Date - Regulation Visit 7/9/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: A review of attendance records showed the center was missing some attendance records from the week of March 23-March 29, 2025.	<i>All attendance records shall be properly organized so that all records are available.</i>	<i>8-30-2025</i>	
2	251.05(3)(b) Abusive Head Trauma Prevention Training Description: A staff person providing sole supervision to children on May 27, 2025 did not have documentation on file of having completed abusive head trauma training.	<i>Any staff person providing sole supervision to children will have documentation on file of having completed abusive head trauma training.</i>	<i>7.10.2025</i>	

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3	251.055(1)(b) Supervision - Teacher Per Group Of Children Description: On May 27, 2025, supervision was not provided by a teacher qualified staff person for a short period of time in the morning. The person with children was not lead or assistant teacher qualified.	Supervision of children shall be provided by a teacher qualified person.	7.10.25

NAME - Agency Worker

Cindy Matuszak

Date Issued

7/21/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

8-11-25