

<b>Date Correction Plan Due</b> 5/31/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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.

<b>Name - Certified Operator / Licensed Center</b>		<b>Provider Number / Facility ID Number</b>		
Kids Hq Child Care Center		4000589854 / 001 - 2004524		
<b>Address - Facility (Street, City, State, Zip Code)</b>		<b>Telephone Number</b>	<b>Date - Regulation Visit</b>	
1911 S Washburn St Oshkosh WI 549048292		920-456-0440	2/20/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.055(1)(b) <b>Supervision - Teacher Per Group Of Children</b>  Description: Based on observation and Record Review an assistant child care teacher was left in sole supervision of children. Their failed to be a lead qualified teacher supervising children.  Repeat violation: Previously cited on 5/3/2023, 4/11/2022	Certification for the staff member is now on hand.	5/31/24	
2	251.06(2)(n) <b>Garbage Containers - Construction &amp; Disposal Schedule</b>  Description: Based on observation the preschool classrooms garbage disposal failed to have a lid.	Teacher was trained on not allowing garbage can lid to be removed.	5/31/24	

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3	<p>251.07(3)(b)2. <b>Equipment - Quantity For Indoors</b></p> <p>Description: Based on observation of classrooms 3 out of the 5 classrooms failed to have sufficient indoor play equipment to allow each child to have a choice of at least three activities. The classrooms only had enough materials for each child to have a choice of at least two activities versus the required three. Classrooms will need more materials.</p> <p>Repeat violation: Previously cited on 5/3/2023</p>	<p>The classrooms were reset and teachers provided training on not removing toys from the room</p>	5/31/24	
4	<p>251.07(5)(a)4. <b>Meals &amp; Snacks - Minimum Meal Requirements</b></p> <p>Description: Based on observation of meal time on 2/20/24 lunch that was served failed to meet the minimum CACFP meal requirements. Cheese cubes, mixed fruit (grapes, oranges, apples) and green beans was served for lunch. A grain needed to be served in order to meet the minimum CACFP requirements.</p> <p>Repeat violation: Previously cited on 10/14/2022, 4/11/2022</p>	<p>The food prep staff was provided anew form to use that double checks all requirements are met</p>	5/31/24	
5	<p>251.07(5)(b)1. <b>Mealtime - Staff With Children</b></p> <p>Description: Based on observation of lunch time on 2/20/24 staff members within three out of the four classrooms failed to sit with the children during mealtime.</p>	<p>Staff training was provided on the importance of sitting at the table</p>	5/31/24	

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2/20/2024

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6	<p>251.07(6)(i)1. Washing Child's Hands &amp; Face</p> <p>Description: Based on observation of meal time I observed the toddler classroom failed to wash hands prior to meals being served. I did observe the children wash hands after diaper changing but not again prior to meals.</p>	<p>Staff training was provided to ensure this is done, even if it is back to back</p>	<p>5/31/24</p>	

NAME - Agency Worker

Cassandra Debauche

Date Issued

5/17/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

*Brenda Leopold*

Date Signed

5/31/24