

Date Correction Plan Due 8/26/2024	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)(l) 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 Bizzy Bugz Llc		Provider Number / Facility ID Number 5000591695 / 001 - 2006905		
Address - Facility (Street, City, State, Zip Code) 8500 W Capitol Dr Ste 101 Milwaukee WI 532221869		Telephone Number 414-240-5133	Date - Regulation Visit 7/31/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)1. Child Record - Enrollment Information Description: Enrollment information was not complete for Child #1 and Child #2. Information regarding emergency contact information and/or persons authorized to call for/receive a child were missing.	We will check enrollment paperwork once every week	8.16.2024 8.20.2024	8.22.24 8.22.24
2	251.04(6)(a)4. Child Record - Field Trip Authorization Description: Parental authorization for field trip participation was not on file for Child #2.	We will check enrollment paperwork once every week.	8.20.24	8.22.2024

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251.04(6)(a)6. Child Record - Health History	Description: The health history information was incomplete for Child #1.	Checking files weekly to assure all files are completed and correct.	8.16.24	8.22.24
251.04(6)(a)6m. Child Record - Immunization History	Description: Documentation of immunization history was not on file for Child #3.	collecting updated shot records before due date and send parents reminders	8.16.24	8.22.24
251.05(2)(a)1. Staff Record - Personal Information	Description: Staff personal information was not on file for Staff E.	checking and correcting all staff files at monthly meetings	8.16.24	8.26.24
251.05(2)(a)3.a. Staff Record - Physical Examination	Description: Documentation of a physical examination that indicates a person is free from illnesses detrimental to children and physically able to work with young children was not on file for Staff C, Staff D, and Staff E.	making sure all staff have and stay on top of appointments and updated records.	8.26.24	8.26.24

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7 251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: Educational qualifications was not on file for Staff C and Staff E.	Assuring all staff records are updated and in FINAL files at monthly meetings	8.16.24	8.16.24
8 251.05(2)(a)5. Staff Record - High School Diploma Description: Documentation of a high school diploma was not on file for Staff C.	Making sure all meetings all required documents are in files.	8.16.24	8.16.24
9 251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Accurate staff hours were not documented for 8/30/2024 and 8/31/2024.	Reminding staff in meetings and daily to sign in and out daily and accurately.	8.17.24	8.17.24
10 251.05(2)(a)8. Staff Record - Orientation Description: Documentation of an orientation was not on file for Staff B.	Making sure all records are complete during staff meetings	8.22.24	8.22.24

Name
Buzzy
Address
8500

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11 251.05(3)(b) Abusive Head Trauma Prevention Training Description: Documentation of abusive head trauma prevention training was not on file for Staff C.	all staff will do trainings together before due dates.	8.16.24	8.16.24
12 251.05(3)(c) Cardiopulmonary Resuscitation Training Description: A current Infant/child CPR/AED training was not on file for Staff B.	all staff will complete training and put record in files before due	8-22-24	8-22-24
13 251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Training on child abuse and neglect reporting requirements, completed at least once every 2 years, was not on file for Staff B.	making sure all staff are and trainings are complete and in file a meetings.	8-22-24	9-22-24
14 251.055(1)(f) Child Tracking Procedure Description: The center failed to properly implement a tracking procedure in each room.	making sure we are hourly tracking on the daily Attendance Sheets	8.5.24	8.5.24

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15 251.055(2)(g) ¹ . Naptime - Staff-To-Child Ratio Supervision Description: Children were observed sleeping in an area without sight or sound supervision.	making sure in every meeting that teachers know and understand where sight and sound is in the daycare.	8-5-24	8-5-24
16 251.06(2)(a) Potential Source Of Harm On Premises Description: The cabinet under the infant room sink was unlocked and contained cleaning supplies labeled "keep out of reach of children."	Walle through is done weekly assuming safety in every room.	8-5-24	8-5-24
17 251.07(3)(i) Cleanliness Of Furnishings, Toys, Equipment Description: Tables were not washed after becoming dirty during lunch.	teacher will wipe all table immediately after each feeding.	8-17-24	8-17-24
18 251.07(4)(cm) Naps Or Rest Periods - Sleeping Surfaces - Children 1 And Older Description: Children were observed asleep less than 2 feet apart from each other.	Double checking that cots are 2ft apart before putting them down every time.	8-5-24	8-5-24

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19 251.07(4)(c) Naps Or Rest Periods - Individual Bedding Description: Children were observed sleeping without both an individual sheet and blanket.	AS TEACHING all staff the sandwich method so that weekly cots are prepared correctly.	8.5.24	8.5.24
20 251.09(1)(am) Infant & Toddler - Intake Information Description: Intake information was incomplete for Child #2.	Checking all children files weekly.	8.16.24	8.16.24
21 251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: Infant cereal brought from home did not include a label with the child's name and a date.	Whenever any edibles are open labels will be put on immediately.	8.5.24	8.5.24

NAME - Agency Worker
 Crescentia Sabree, Rhonda Brueggemann



Date Issued
 8/12/2024

09.4.2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed