

Date Correction Plan Due 3/17/2025	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 Lizzie's Learning Academy Llc		Provider Number / Facility ID Number 5000591705 / 001 - 2006914		
Address - Facility (Street, City, State, Zip Code) 4610 W Fond Du Lac Ave Milwaukee WI 532162423		Telephone Number 414-793-3218	Date - Regulation Visit 2/25/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(a) Report - Incident Or Accident Description: The center did not report that a child received medical attention within 24 hours. On 1/29/25, a child received medical attention after having a seizure while at the center. This was not reported to the department until 2/25/25.	Any incident or Accident that occurs while a child is in care of the center that results in professional medical evaluation will be reported to licensing within 24 hours.	2/25/25	
2	251.04(6)(a)1. Child Record - Enrollment Information Description: Persons authorized to call for/receive a child and emergency contact information is not listed on file for Child 1. Repeat violation: Previously cited on 7/24/2024	All children files will have the name, address and phone number of a person to be notified in an emergency when parent can't be reached. If no one is authorized to pick up a child, a notation of "none" will be indicated.	2/25/25	

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251.04(6)(a)6.
Child Record - Health History

Description: The health history information on file for Child 1, who is identified as having a food allergy, is incomplete. There is no documentation of any signs or symptoms, triggers that may cause a problem, signs or symptoms the child care worker should watch for, steps the child care worker should follow, and when the condition requires emergency medical care.

Repeat violation: Previously cited on 11/6/2024, 7/24/2024

Any child with a medical condition will have a complete file indicating triggers that may cause the problem, signs or symptoms to watch for, and steps to follow and when the condition requires emergency medical care.

5/25/25
2/25/25

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251.05(2)(a)1.
Staff Record - Personal Information

Description: Staff G does not have all of the required personal information on file; Staff G does not have emergency contact information.

Repeat violation: Previously cited on 11/6/2024

All staff records will have the employee's name, address, date of birth, education, position, previous work experience, and name, address and phone number of person to be notified in an emergency

2/25/25

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251.05(2)(a)6.
Staff Record - Days & Hours Worked

Description: Staff are not consistently documenting hours worked when used to meet staff-to-child ratio. On the day of the monitoring visit, staff hours were not documented in the school age room when children were in care. **This was corrected during the visit**

Repeat violation: Previously cited on 11/6/2024, 7/24/2024

Documentation of days and hours worked, and in which classroom, when the person is included in the staff-to-child ratio will be maintained by the center.

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6	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Staff J does not have documentation of a completed CPR certificate on file and within 3 months after Staff J began working with children in care.</p>	Moving forward All employees in regular contact with children will obtain and maintain a completed CPR certificate on file within 3 months of beginning work.	3/11/25	
7	<p>251.06(2)(a) Potential Source Of Harm On Premises</p> <p>Description: In the outdoor play space, nails were observed sticking out of the wooden fence. In the preschool room, a loose telephone cord was accessible to children.</p> <p>**The nails in the wood fence was verified as corrected via email on 2/25/25**</p> <p>Repeat violation: Previously cited on 7/24/2024</p>	Outdoor and indoor space where children are in care will remain free of any potential source of harm.	2/25/25	
8	<p>251.06(2)(b) Electrical Or Hot Surface Protection</p> <p>Description: There were several outlets throughout the center that are not protected by outlet guards.</p>	Electrical outlets will be protected by outlet cover so the children can not touch them	2/25/25	

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9	<p>251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair</p> <p>Description: The wall in the mechanical closet had several areas of black and brown dirt and the fan in the hallway, leading to the bathrooms, is caked in dust. In the outdoor play space, garbage, including a glass beer bottle and cigarette butts were observed on the ground. **This was verified as corrected via email on 2/25/25**</p> <p>Repeat violation: Previously cited on 7/24/2024</p>	<p>The premises will be well drained, free from litter, clean, and in good repair. The premises will be maintained to prevent the entrance or harborage of vermin.</p>	2/25/25	
10	<p>251.06(9)(c)1. Safe Food</p> <p>Description: A can of spoiled pears was observed in the mini refrigerator in the kitchen. **The can was tossed during the monitoring visit**</p>	<p>All food will be clean, wholesome, free from spoilage and safe for human consumption.</p>	2/25/25	
11	<p>251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers</p> <p>Description: There is no thermometer in the mini freezer/fridge. Repeat violation: Previously cited on 7/24/2024</p>	<p>Each cold storage will be equipped with a clearly visible accurate thermometer.</p>	2/25/25	

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12	<p>251.07(6)(dm)4. Medical Log - Reviewing Injury Records</p> <p>Description: There is no documentation that the medical log book was reviewed within the last 6 months.</p>	<p>Staff will review records of injuries together every 6 months to ensure that all possible preventive measures are being taken.</p>	2/25/25	
13	<p>251.09(1)(c) Infant & Toddler - Documenting Changes In Development</p> <p>Description: Under 2 intake forms in the infant room have not been reviewed and updated within the past 3 months.</p>	<p>Changes will be documented of children development and routines every 3 months based on discussion with the parent.</p>	3/1/25	
14	<p>251.09(1)(j) Infant & Toddler - Crib Mattresses & Coverings</p> <p>Description: Several matted coverings (sheets) in the infant room do not fit snugly over the mattress in the Pack n Play.</p> <p>Repeat violation: Previously cited on 11/6/2024, 7/24/2024</p>	<p>All cribs and pack-n-plays will contain a tight-fitting mattress and a mattress covering that fits snugly over the mattress.</p>	2/25/25	
15	<p>251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home</p> <p>Description: In the infant room, infant snacks brought from home (rice cereal) is open and labeled with the child's name on it but the container is not dated to reflect the date the container had been opened.</p> <p>Repeat violation: Previously cited on 7/24/2024</p>	<p>Staff will ensure that any food, breast milk or formula brought from home are labeled with the child's name and the date.</p>	2/25/25	

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16	251.09(4)(a)10. Infant & Toddler - Diapering Lotions, Powders, Salves Description: Diaper Rash Ointment, observed in the infant room, was not labeled with the child's name and does not contain written direction from the child's parent or physician.	Staff will apply lotions, powders or salves to a child only at the specific written directions of the child's parent or the child's physician.	2/25/25
17	251.09(4)(a)4. Infant & Toddler - Diaper Changing Surface Safety Description: The diaper changing surface was observed to have small rips/tears, making the surface unable to be disinfected easily.	The diaper changing surface will be replaced immediately if there are any rips/tears so that it is capable of being disinfected.	2/25/25

NAME - Agency Worker
Kristin Keck, Sara Cooney

Date Issued
2/28/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

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Date Signed

3/3/2025