



DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due 7/21/2021	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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 Superior Children's Learning Center		Provider Number / Facility ID Number 2000589912 / 001 - 2004801		
Address - Facility (Street, City, State, Zip Code) 1400 N Superior Ave Tomah WI 546601132		Telephone Number 608-567-2008	Date - Regulation Visit 6/23/2021	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(L)1.a. Monitoring Results Posted Description: The monitoring results and correction plan from the most recent licensing inspection was not posted.	Post a copy of completed correction Plan <hr/> Complete and hang up right away	7/8/21	
2	251.04(2)(L)1.b. Department Notices Posted Description: Contrary to rule, the notice of a warning letter issued on 11/6/20 was not posted next to the license.	Post all warning letters + violations	7/8/21	

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3 251.04(3)(f) Report - Plan Of Correction Description: Contrary to DCF 251.04(3)(f), the Licensee failed to return a plan of correction for the non-compliance statement issued from the 4/15/21 complaint investigation visit. Rule requires the Licensee to return a plan of correction for cited violations by the date the department specifies.	Complete and return I have been getting more office time by assigning other duties that staff could help out with	8/21		
4 251.04(8)(b) Biennial Training - Child Abuse & Neglect Description: Staff A was missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting. Repeat violation: Previously cited on 10/27/2020, 7/30/2020	have all trainings caught up and give time to do at work	8/21		
5 251.05(2)(a)2. Staff Record - Completed Background Check Description: Contrary to s. 48.686(4m)(c) Wis. Stats., the center failed to obtain an approved preliminary report indicating that Staff A was eligible to work in the child care program prior to her becoming a caregiver.	Print off background check	8/21		

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6	251.05(2)(a)4.a. Staff Record - Registry Certificate Description: Staff C and D are missing a certificate from The Registry documenting that the person has met the educational qualifications for the position and the person has worked as a teacher, director and/or administrator at the center for at least 6 months.	Print all registry documents	7/8	
7	251.05(3)(g)2. Assistant Child Care Teacher - Qualifications Description: There was no documentation of completion of a non-credit department-approved course or a credit course in early childhood education for employee B, who was hired on 10/7/20. An assistant teacher is required to complete entry level training within 6 months of the hired date. Repeat violation: Previously cited on 7/30/2020	move teacher to cook until finished and have myself in the classroom.	7/8	
8	251.06(2)(d) Access To Materials Potentially Harmful To Children Description: A container of disinfecting wipes, which is labeled "keep out of reach of children", was observed on the sink counter in the classroom accessible to children during the monitoring visit. Repeat violation: Previously cited on 7/30/2020	disinfecting wipes will be kept under sink or in the laundry room	7/8	

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9	251.06(2)(n) Garbage Containers - Construction & Disposal Schedule Description: Per rule, garbage and refuse stored out of doors shall be kept in leak-proof containers equipped with tight-fitting covers. On the day of the licensing visit there was a plastic bag containing garbage hanging on the side of the fence in the outdoor play area.	get small outdoor trash cans	7/8	
10	251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: Fire and tornado drills were not documented for the month of May 2021. The center is required to keep written records of dates and times of all the monthly fire and tornado drills practiced. Repeat violation: Previously cited on 1/7/2020	Schedule Drills and complete form	8/21	
11	251.06(4)(j) Fire Alarms & Smoke Detectors - Maintenance, Drills, Testing Description: There was no documentation showing that fire alarms and smoke detectors were tested for the month of May 2021. All fire alarms and smoke detectors shall be tested and documented on a monthly basis.	test when doing drills	8/21	

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12	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: A couple of children's Intake for Children Under 2 forms were missing documentation of having been updated every three months to reflect changes in the child's development and routines based on discussion with the parent. Repeat violation: Previously cited on 10/27/2020	all intake under 2 to be kept in the classroom.	8/21	
13	251.09(1)(e) Infant & Toddler - Provider Training Description: Staff C, a regularly assigned child care teacher for infants and toddlers, does not have documentation of completion of a minimum of ten hours of training in infant and toddler care approved by the Department within six months after assuming the position. Repeat violation: Previously cited on 1/7/2020	finish trainings	8/21	

NAME - Certification Worker / Licensing Specialist
Jennifer Stubbe

Date Issued
7/7/2021

SIGNATURE - Certified Operator or Designer, Licensee or Designee

Date Signed
10/13/21