

<b>Date Correction Plan Due</b> 11/15/2018	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 715-361-7700
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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.

**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>		
Community Child Care Center Inc		3000559623 / 001 - 1001501		
<b>Address - Facility (Street, City, State, Zip Code)</b>		<b>Telephone Number</b>	<b>Date - Regulation Visit</b>	
1508 Texas Ave Stevens Point WI 544814255		715-341-2797	10/24/2018	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: Nine children were in attendance; however, only 7 children were signed in on the daily attendance record sheet.  Repeat violation: Previously cited on 5/31/2017	<i>All staff were reminded at the staff meeting to be signing children in/out on the classroom roll call sheets. The center director &amp; lead teachers will do daily checks to ensure all children are signed in/out each day</i>	<i>11/14/2018</i>	
2	251.09(1)(c) <b>Infant &amp; Toddler - Documenting Changes in Development</b>  Description: Several Intake Under 2 Years of Age forms were not updated every three months in the Toddler Room.	<i>All intake paperwork was updated, and reminders will be sent at least 2 weeks prior to update due dates to ensure all paperwork is kept up to date.</i>	<i>11/16/2018</i>	

**NAME - Certification Worker / Licensing Specialist**  
Dezarae Wierzba

**Date Issued**  
11/1/2018

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

**Date Signed**  
*12/27/2018*