

Date Correction Plan Due 12/6/2019	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 Kindercare Learning Ctrs-Whitnall		Provider Number / Facility ID Number 0000580590 / 021 - 1010082		
Address - Facility (Street, City, State, Zip Code) 4692 S Whitnall Ave St Francis WI 53235		Telephone Number 414-482-3366	Date - Regulation Visit 11/18/2019	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)8. Child Record - Physical Examination Description: Child #1 lacked a physical exam record on file, child #2 lacked a physical exam on record	Review all child files and have forms completed and files updated	January 6, 2020	
2	251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: Assistant teacher file included no documentation of qualifications for position in file	Teacher will have required class completed for an assisted teacher	December 2, 2019	

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3	<p>251.055(1)(b) Supervision - Teacher Per Group Of Children</p> <p>Description: Teacher alone in the room with 8 infants identified as an assistant teacher</p> <p>Repeat violation: Previously cited on 6/26/2019</p>	Schedule was rearranged to ensure that a qualified teacher is in place during staff breaks.	12/15/19	
4	<p>251.055(2)(b) Staff-To-Child Ratios - Minimum</p> <p>Description: Infant room had one staff to 8 babies. One was asleep</p>	A new system will be put in place along with retaining on staff to child ratios and notifying management when over ratio.	11/30/2019	
5	<p>251.055(2)(c) Mixed-Age Group - Staff-To-Child Ratio</p> <p>Description: Preschool classroom was over ratio with 18 children and 2 staff. The per cap was 2.26</p>	Retrain all staff on child to teacher ratios and using the ratio chart	11/30/2019	
6	<p>251.06(11)(b)5. Outdoor Play Space - Energy-Absorbing Surfaces</p> <p>Description: Inadequate mulch under slides and monkey bars</p> <p>Repeat violation: Previously cited on 6/26/2019</p>	A request has been placed to receive mulch to meet requirements	Spring 2020	

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7	251.06(9)(g)1.b. Meal Preparation Staff - Clothing, Hair Restraints Description: Staff performing meal prep lacked required hair net Repeat violation: Previously cited on 6/26/2019	Retrained cook on proper use of hair nets/hats	11/27/2019	
8	251.07(6)(dm)2. Medical Log - Pages & Entries Description: 11/7/19 entry not initialed or signed in infant room log book Repeat violation: Previously cited on 10/1/2019	Retrained staff on the correct way to log an entry in the medical log books	11/30/2019	
9	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: No documented six month review of infant room medical log book	Retrain AD/Health specialist on reviewing medical logs	12/15/2019	
10	251.07(6)(f)1.a. Medication Administration - Parent Authorization Description: No complete parent authorization for inhaler kept in toddler room	All medications will be reviewed and parent authorizations will be updated and kept with medication.	12/6/19	

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11	251.07(6)(f)1.b. Medication Administration - Containers & Labeling Description: Inhalers stored in classroom without labels or original containers identifying which child they are prescribed for	All medications will be reviewed for correct labeling and staff will be retrained on proper medicine procedures	11/30/2019	
12	251.07(6)(i)1. Washing Child's Hands & Face Description: Child's hands not washed with soap and running water after diaper change	All staff was retrained on the importance of handwashing and the hand washing guidelines	11/30/2019	
13	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: No documented changes on infant intake signed 4/16/19.	All staff was retrained on how to correctly document changes in a child's development using the intake form.	11/30/2019	
14	251.09(1)(e) Infant & Toddler - Provider Training Description: Staff alone with 8 infants lacked the infant and toddler required training	Teacher will have completed class for infant and toddlers	12/16/2019	

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15	251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection Description: Only one step process used to clean diaper changing surface after diaper change in infant room	All staff will be retrained on the proper steps in cleaning and disinfecting the diaper stations.	11/30/2019	

NAME - Certification Worker / Licensing Specialist
Paul Spink

Date Issued
11/20/2019

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Nicole Chastain

Date Signed
11/25/2019