

Date Correction Plan Due 4/23/2019	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-S 108Th St		Provider Number / Facility ID Number 0000580590 / 035 - 220081	
Address - Facility (Street, City, State, Zip Code) 6350 S 108Th St Franklin WI 53132		Telephone Number 414-425-9330	Date - Regulation Visit 3/28/2019
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.04(5)(a)1 Staff File - Staff Record Information Description: The files for Staff B and Staff C lacked complete staff record forms upon review. Forms stated staff would not be providing transportation, both staff are listed as active drivers for the facility. Repeat violation: Previously cited on 11/8/2018	Going forward when change in job description; Cook, bus driver. We will document on staff record form.	3/28/19	
2 251.04(6)(a)1 Child Record - Enrollment Information Description: Enrollment information was incomplete for Child 1 at the time of review. File lacked information pertaining to emergency contact while the child is in care. Repeat violation: Previously cited on 8/15/2018, 3/21/2018	All child files will be audited and reviewed for missing information. Parents will be granted 2 weeks to complete/provide missing documentation.	5/10/19	

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6350 S 108Th St Franklin WI 53132		414-425-9330	3/28/2019	
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3	<p>251 04(6)(a)6 Child Record - Health History</p> <p>Description The file for Child 7 lacked a complete Health History and Emergency Care Plan. Form lacked a parent/guardian signature and date</p> <p>Repeat violation Previously cited on 8/15/2018, 3/21/2018</p>	<p>All child files will be audited and reviewed for missing information. Parents will be granted 2 weeks to complete/provide missing documentation. Going forward we will track renewal dates on a master child checklist.</p>	5/10/19	
4	<p>251 04(6)(a)8 Child Record - Health Examination</p> <p>Description The file for Child 1 lacked a child health report upon review</p> <p>Repeat violation Previously cited on 8/15/2018, 3/21/2018</p>	<p>All child files will be audited and reviewed for missing information. Parents will be granted 2 weeks to complete/provide missing documentation. Going forward we will track renewal dates on a master child checklist.</p>	5/10/19	
5	<p>251 06(8)(d)2 a Food Storage - Dry Food</p> <p>Description Dry foods, including whole grain pasta, Cheerios, and Chex cereal, were stored in open bags, folded and taped shut. Food was not stored in bags with zip-type closures or food-grade containers with covers.</p> <p>A Warning Letter was issued August 21, 2018</p> <p>Repeat violation Previously cited on 8/15/2018, 11/2/2017, 6/7/2017</p>	<p>Going forward we will store all opened food in a sealed ziplock bag or container with label of description, open date. Food labels have been supplied to kitchen.</p>	4/19/19	

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6	251.08(2)(b) Emergency Information In Vehicle Description Emergency information for a child being transported was incomplete upon review Form lacked emergency contact information, information pertaining to authorized destinations, child's physician, and authorizations for permission	All child files will be audited and reviewed for missing information. Parents will be asked to complete any missing portion of transportation form ASAP.	4/19/19
7	251.09(1)(d)2 Infant & Toddler - Number Of Children Is Low Description An child under the age of two was not cared for by their regularly assigned child care worker in their specific room. A child in the toddler room was moved to a different classroom, for ratio purposes when an additional child arrived.	In the future, when children arrive early/late than normal, we will not move the children. We will accomodate with an additional teacher.	3/28/19

NAME - Certification Worker / Licensing Specialist
Kayla Sands

Date Issued
4/9/2019

SIGNATURE - Certified Operator or Designee / Licensee or Designee

T. Custrows

Date Signed

4.22.2019