

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
262-446-7800

Date Correction Plan Due 11/22/2019

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)(f) 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 Busy Bee's Child Care Center LLC 1
Provider Number / Facility ID Number 7000557997 / 001 - 220031

Address - Facility (Street, City, State, Zip Code) 9918 12Th St Kenosha WI 53144
Telephone Number 262-859-2283
Date - Regulation Violation 11/8/2019

Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
251.04(6)(b) Current, Accurate Daily Attendance Record	Description: Per audit investigation it was determined that in May 2019 there was one instance of missing departure time and in June 2019 there was two instances of missing departure times for children. The licensee had also been found to have been rounding the in and out times and not writing the time of actual time of arrival and departure. On 7/19/2019 auditors observed that there were children not observed present who were signed into the attendance book and there was a child who was signed in to a future week.	<i>Staff has been retrained however all students have been signed on/out when leaving the center with parents get to staff responsibility to sign out the child if parents did not all put their for the day parents were also reminded and updated on sign-out/out Passes and to make sure child is being signed what extra contact data. A check has been provided for accountability. Parents and staff have been spoken to on not for round times.</i>		

NAME - Certification Worker / Licensing Specialist Jennifer Brees
Date Issued 11/8/2019

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Jenny Brees
Date Signed 11/18/19