

# Noncompliance Statement and Correction Plan

**Note:** The Noncompliance Statement and Correction Plan page should be used when a Noncompliance Statement and Correction Plan was issued outside of a site visit. A noncompliance issued because of a site visit is documented on the Site Visit page. See the associated Site Visit User Guide.

**Note:** You need an assignment to the provider to document a noncompliance statement and correction plan.

1. From your desktop, click on the Providers tab. Click on the [+ View provider information](#) icon for the appropriate provider. Click on the Licenses button. Then click the [Facility License](#) hyperlink to open the Facility License page.

**Mike Piazza (20181)**

Provider details:  
Child Placing Agency  
License status: Active - Regular

Provider address:  
123 Test  
Allouez, WI 54301 (Brown County)  
(920) 555-1212

Primary worker/licensor:  
Rusk, Worker

Actions:  
[Please select an action](#)

**View provider information**

- Agreements and Notices
- Checks
- Payment Requests
- Assignments
- Licenses
- Placements
- Basic
- Narratives
- Services
- Characteristics
- Parent Agency

**Licenses**

- [Facility License](#)

12/01/2014 - 11/30/2016	Regular	Active
12/02/2012 - 11/30/2014	Regular	Renewed
11/28/2012 - 11/27/2012	Regular	Renewed
11/28/2012 - 12/01/2012	Regular	Renewed
08/04/2011 - 11/27/2012	Regular	Renewed
09/16/2010 - 08/03/2011	Regular	Renewed

2. Click on the Non-Site Visits tab. Click the Insert button to open the Noncompliance Statement and Correction Plan page.

eWiSACWIS Facility License

**Provider**

Name: [Mike Piazza \(20181\)](#) Licensors: Worker Rusk  
 Type: Child Placing Agency Class: Adoption & Foster Care ▼

[Provider](#) [License Information](#) [Fees](#) [Site Visits](#) **Non-Site Visits** [Enforcements](#) [Complaints/SIRs](#)

**Non-Site Visits**

Noncompliance ID	Date Issued ▼	Date Correction Plan Due	Date Correction Plan Received	Verified
<a href="#">8000100</a>	07/12/2013	07/31/2013		<input type="checkbox"/>

☐ View Made in Error **Insert**

**Save Close**

- The Licensors will show the primary licensing worker. If someone other than the primary licensors is issuing the noncompliance, click the [Search](#) hyperlink to search for the appropriate worker.
- In the Date Issued field, enter the date the Noncompliance Statement and Correction Plan was issued. If the Noncompliance Statement and Correction Plan is an attachment to another document, select the Attachment checkbox. Enter the Date Correction Plan Due. If applicable, enter the Date Correction Plan Received.

**Noncompliance Statement and Correction Plan** TM Print Help

**Provider**

Name: [Mike Piazza \(20181\)](#) Type: Child Placing Agency Licensors: Worker Rusk [Search](#)

**Rule Violation(s)**

Date Issued: 00/00/0000 ☐ Attachment

Date Correction Plan Due: 00/00/0000

Date Correction Plan Received: 00/00/0000

Rule Violation Code: ▼

Occurrences: ▼ Violations 1 of 1 [Delete](#)

Rule Previously Cited On: Not previously cited in the last two years

Comments:

☐ Technical Assistance Provided

Correction Plan:

Expected Completion Date: 00/00/0000 Verification Date: 00/00/0000 ☐ No Date **Insert**

Options: ▼ **Go**

**Save Close**

5. If the Noncompliance Statement and Correction page is associated with a complaint or SIR, click the [Select](#) hyperlink in the Complaint/SIR ID(s) group box. This will open the Complaint/SIR ID(s) page.
6. On the Complaint/SIR ID(s) page, select the check box next to the associated complaint/SIR(s) and click Continue.

Complaint/SIR ID(s)
Print
Help

**Provider**

Name: [Mike Piazza \(20181\)](#)

**Complaint/SIR ID(s)**

	ID	Type	Date	Description
<input type="checkbox"/>	8000260	Complaint	02/09/2018	Received an anonymous phone call from a concerned neighbor re the children

Continue
Close

7. Select the appropriate Rule Violation Code. Document the number of occurrences for this noncompliance as it relates to that rule violation code. The Rule Previously Cited on will identify either “Not previously cited in the past two years” or one or more date hyperlinks if previous cites have been documented in eWiSACWIS. Clicking on the date hyperlink will open the associated Site Visit page or Noncompliance Statement and Correction Plan (those not associated with a site visit) page. Document any comments. Document the Correction Plan.

If the provider is a Child Placing Agency and the Rule Violation Code is 54.01(3m), an additional box will appear. Document the Violation Code, the Occurrences, and the Comments. The Previously Cited will identify either “Not previously cited in the past two years” or one or more date hyperlinks if previous cites have been documented in eWiSACWIS. The Previously Cited field can be updated. Click the Insert button to add additional Violation Codes for this rule violation.

Noncompliance Statement and Correction Plan
TM
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Provider

Name: [Mike Piazza \(20181\)](#)
Type: Child Placing Agency
Licensor: Worker Rusk

Rule Violation(s)

Date Issued: 01/02/2023
☐ Attachment
Complaint/SIR ID(s)
Select

Date Correction Plan Due: 03/01/2023

Date Correction Plan Received: 00/00/0000

Rule Violation Code: 54.01(3m) COMPLIANCE WITH APPLICABLE RULES & LAWS

Occurrences: 1
Violations 1 of 1
Delete

Rule Previously Cited On: Not previously cited in the last two years

Comments: Enter text here...

☐ Technical Assistance Provided

Correction Plan:

Expected Completion Date: 00/00/0000
Verification Date: 00/00/0000
☐ No Date

Violation Code: 56.02(2)(b)1. EXCEPTIONS-APPROVAL OF DEPARTMENT EXCEPTIONS PANEL
Occurrences: 1
Row 1 of 2
Delete
Previously Cited: Not previously cited in the last two years
Comments: Enter text here...

Violation Code: Other
Occurrences: 1
Row 2 of 2
Delete
Other Code: Other DCF code
Previously Cited: Not previously cited...
Comments: Enter text here...

Insert

Insert

Options:
Go

Save
Close

If “Other” is selected as the Violation Code for the 54.01(3m) violation, an “Other Code” field will appear. This will allow you to document a code that is not a DCF 56 code.

8. If additional rule violations need to be documented, click the Insert button. Once all rule violations have been documented, click Save.

**Note:** Once a Noncompliance Statement and Correction Plan has been saved, a Made in Error checkbox appears at the top of the page. See the section at the end of this guide on how to make a Noncompliance Statement and Correction Plan in error.

- Under Options, select Noncompliance Statement and Correction Plan and click Go. This will open the Noncompliance Statement and Correction Plan template.

Noncompliance Statement and Correction Plan

TM Print Help

Provider

Name: Mike Piazza (20181)

Type: Child Placing Agency

Licensors: Caitlin C. Cake

Search

Violation Code: 56.09(2)(a) SUPERVISION OF CHILDREN.

Occurrences: 1

Row 1 of 2

Delete

Previously Cited: 10/23/2012;

Comments: more info on this documented here....

Violation Code: Other

Occurrences: 1

Row 2 of 2

Delete

Other Code: DCF 37

Previously Cited: Not previously cited in the past two years

Comments: more info on this documented here....

Insert

Rule Violation Code: 54.09(1)(a) RATE METHODOLOGY-COST & SERVICE REPORT

Occurrences: 1

Violations 2 of 2

Delete

Rule Previously Cited On: Not previously cited in the last two years

Comments: DCF 54.09 Rate methodology. (1)(a) COST AND SERVICE INFORMATION.  
Each year by July 1, a licensee shall submit the following information to the department:

☐ Technical Assistance Provided

Correction Plan:

Expected Completion Date: 00/00/0000

Verification Date: 00/00/0000

☐ No Date

Insert

Options:

Text

Noncompliance Statement and Correction Plan

Compliance, Noncompliance And Technical Assistance Letter

Go

Save

Close

10. Select the Print button to print the template. Once the template has been printed, click the Close and Return to eWiSACWIS button.

eWiSACWIS

Letterhead: Blank

Save

Save and Generate PDF

Close

DEPARTMENT OF CHILDREN AND FAMILIES

Division of Safety and Permanence

Date Correction Plan Due

03/01/2023

Child Welfare Noncompliance Statement and Correction Plan

TO FILE A COMPLAINT CALL:

(608) 267-7932

Use of form:

This form is used by the Bureau of Permanence and Out-of-Home Care staff to identify statute and / or administrative rule violation(s) and to outline the licensee's correction plan.

Instructions:

The Noncompliance Statement below identifies the violation(s) of the child welfare statute and / or administrative rule identified by the licensing specialist(s). 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 licensing specialist for approval and retain a copy. If this is a group home facility, 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 to an administrative hearing. The dates listed in the third column under "Date(s) Rule Previously Cited On (If Applicable)," will only display dates from the past two years. Date(s) rule previously cited on is defined by the "Date 2544 Issued."

Name – Facility

Child Placing Agency Provider

Provider ID Number

20181

Address – Facility (Street, City, State, Zip Code)

123 Test, Allouez, WI 54301

Telephone Number

(920) 555-1212

Non Site Visit Date

01/02/2023

Date 2544 Issued

01/02/2023

Item No.	Rule / Statute Number Noncompliance Statement	Date(s) Rule Previously Cited On (If Applicable)	Correction Plan	Expected Completion Date	Verification Date
1.	54.01(3m) COMPLIANCE WITH APPLICABLE RULES & LAWS Enter text here...	Not previously cited in the last two years			
	56.02(2)(b)1. EXCEPTIONS-APPROVAL OF DEPARTMENT EXCEPTIONS PANEL Enter text here...	Not previously cited in the last two years			
	Other DCF code Enter text here;	Not previously cited...			

Name – Person(s) Issuing Noncompliance

Worker Rusk

SIGNATURE – Licensing Specialist

Date Signed

Telephone Number – Licensing Specialist

11. If technical assistance (TA) is provided to a facility without another noncompliance citation, there is an option to generate a Compliance, Noncompliance, and Technical Assistance letter when the facility is otherwise compliant.

The screenshot shows a web application titled "Noncompliance Statement and Correction Plan". The form is divided into several sections:

- Provider:** Name: [Allendale Association \(9222005\)](#), Type: Residential Care Center, Licensur: Caitlin C. Cake. A [Search](#) button is present.
- Rule Violation(s):**
  - Date Issued: 06/06/2019, Date Correction Plan Due: 08/05/2019, Date Correction Plan Received: 00/00/0000.
  - ☒ Attachment, ☐ Made In Error.
  - Complaint/SIR ID(s): [Select](#)
  - Rule Violation Code: 52.11(18) LICENSEE - INSPECTIONS, UNRESTRICTED ACCESS.
  - Occurrences: 1 (dropdown), Violations 1 of 1, [Delete](#).
  - Rule Previously Cited On: Not previously cited in the last two years.
  - Comments: Performed general inspection.
  - ☒ Technical Assistance Provided.
  - Correction Plan: (text area).
  - Expected Completion Date: 00/00/0000, Verification Date: 00/00/0000, ☐ No Date.
  - [Insert](#) button.
- Options:** A dropdown menu with "Text", "Noncompliance Statement and Correction Plan", and "Compliance, Noncompliance And Technical Assistance Letter". A [Go](#) button is next to it.
- [Save](#) and [Close](#) buttons at the bottom right.

12. Select Compliance, Noncompliance and Technical Assistance Letter from the Options drop-down and click the Go button. After you have completed the form, select the Save button to save the BIRT or the Save and Generate PDF button to print the template. Once the template has been printed, click the Close button to return to the Noncompliance Statement and Correction Plan page.

13. Back on the Noncompliance Statement and Correction Plan page, click Save and Close. This will return you to the Facility License page.

The screenshot shows the eWiSACWIS web application interface. At the top, there are two browser tabs: 'eWiSACWIS' and 'Facility License'. The main header is dark blue with the 'eWiSACWIS' logo on the left and 'Print' and 'Help' icons on the right. Below the header, the 'Provider' section displays the following information: Name: [Mike Piazza \(20181\)](#), License: Worker Rusk, Type: Child Placing Agency, and Class: Adoption & Foster Care (with a dropdown arrow). A horizontal navigation bar contains several tabs: Provider, License Information, Fees, Site Visits, Non-Site Visits (which is the active tab), Enforcements, and Complaints/SIRs. Below the navigation bar, the 'Non-Site Visits' section contains a table with the following data:

Noncompliance ID	Date Issued	Date Correction Plan Due	Date Correction Plan Received	Verified
<a href="#">8000280</a>	01/02/2023	03/01/2023		<input type="checkbox"/>
<a href="#">8000100</a>	07/12/2013	07/31/2013		<input type="checkbox"/>

Below the table, there is a checkbox labeled 'View Made in Error' and an 'Insert' button. At the bottom right of the page, there are 'Save' and 'Close' buttons.

**Note:** For Noncompliance Statement and Correction Plans associated to site visits, click on the Facility License page (Site Visits tab) to view the Noncompliance Statement and Correction Plans.

**Note:** When the View Made in Error checkbox is selected, it will display the made in error rows as well.



## Making a Noncompliance Statement and Correction Plan in Error

Once a Noncompliance Statement and Correction Plan has been saved, a Made in Error checkbox appears on the Noncompliance Statement and Correction Plan page.

1. To make the Noncompliance Statement and Correction Plan in error, access the appropriate Noncompliance Statement and Correction Plan. From your desktop, click on the Providers tab. Click on the [+ View provider information](#) icon for the appropriate provider. Click on the Licenses button. Then click the [Facility License](#) hyperlink to open the Facility License page.

The screenshot shows the eWISACWIS interface. The top navigation bar includes 'Actions', 'Financial', 'State', 'Security', 'Refresh', 'Search', and a user profile 'Dan Daisy (Milwaukee County) | Log Out'. The main navigation bar has tabs for 'Home', 'Cases (39)', 'Providers (15)', 'Workers (2)', 'Approvals (70)', 'Access Reports (1)', 'JCPC Referrals (0)', 'Home Inquiries (0)', and 'Quick Links'. The 'Providers (15)' tab is active, displaying the details for 'Mike Piazza (20181)'. The provider details include 'Child Placing Agency', 'License status: Active - Regular', 'Provider address: 123 Test, Allouez, WI 54301 (Brown County) (920) 555-1212', and 'Primary worker/licensor: Rusk, Worker'. An 'Actions' dropdown menu is available. Below the details, there is a 'View provider information' section with various buttons: 'Agreements and Notices', 'Checks', 'Payment Requests', 'Assignments', 'Licenses', 'Placements', 'Basic', 'Narratives', 'Services', and 'Characteristics'. The 'Licenses' button is highlighted. Under the 'Licenses' section, the 'Facility License' hyperlink is visible, along with a table of license records.

License Start Date	License End Date	License Type	License Status
12/01/2014	11/30/2016	Regular	Active
12/02/2012	11/30/2014	Regular	Renewed
11/28/2012	11/27/2012	Regular	Renewed
11/28/2012	12/01/2012	Regular	Renewed
08/04/2011	11/27/2012	Regular	Renewed
09/16/2010	08/03/2011	Regular	Renewed

2. Click on the Non-Site Visits tab. Click the Noncompliance ID hyperlink for the Noncompliance Statement and Correction Plan you would like to make in error. This will open the Noncompliance Statement and Correction Plan page.
3. On the Noncompliance Statement and Correction Plan page, click the Made in Error checkbox. A Made in Error Justification field will appear. Enter a short description of why this site visit is being made in error.

Noncompliance Statement and Correction Plan
TM
Print
Help

**Provider**

Name: [Mike Piazza \(20181\)](#)
Type: Child Placing Agency
Licensor: Worker Rusk
[Search](#)

**Rule Violation(s)**

Date Issued: 01/02/2023
☐ Attachment
☒ Made In Error
Complaint/SIR ID(s)
Select

Date Correction Plan Due: 03/01/2023

Date Correction Plan Received: 00/00/0000

Made in Error Justification:
Enter text here...

Rule Violation Code: 54.01(3m) COMPLIANCE WITH APPLICABLE RULES & LAWS

Occurrences: 1
Violations 1 of 1
Delete

Rule Previously Cited On: Not previously cited in the last two years

Comments:
Enter text here...

☐ Technical Assistance Provided

Options:
Go

Save
Close

- Click Save. This will freeze the record and no additional updates can be made. Click Close to return to the Facility License page.
- If a made in error Noncompliance Statement and Correction Plan exists for this provider, a “View Made in Error” checkbox will appear on the Non-Site Visits tab. To view the made in error Noncompliance Statement and Correction Plans, click the View Made in Error checkbox.
- After you have selected the View Made in Error checkbox, all made in error Noncompliance Statement and Correction Plans for this provider (not associated with Site Visits) will appear.

e eWiSACWIS

Facility License

eWiSACWIS

Print

Help

Provider

Name:Mike Piazza (20181)

Licensors:Worker Rusk

Type:Child Placing Agency

Class:Adoption & Foster Care

Provider

License Information

Fees

Site Visits

Non-Site Visits

Enforcements

Complaints/SIRs

Non-Site Visits

Noncompliance ID	Date Issued	Date Correction Plan Due	Date Correction Plan Received	Verified	
8000280	01/02/2023	03/01/2023		<input type="checkbox"/>	
8000160	01/13/2018	01/31/2018			Made in Error
8000100	07/12/2013	07/31/2013		<input type="checkbox"/>	

☒ View Made in Error

Insert

Save

Close