Wisconsin Child Care Regulatory System (WISCCRS)

User Guide

Monitoring Results

May 3, 2018

Table of Contents

Monitoring Results

Regulatory agencies are now able to document monitoring results in WISCCRS. This includes rules that were met, rules that were violated, and rules that do not apply to the site.

At the conclusion of a site visit, certification and licensing staff must promptly record results of site visits in WISCCRS. If no violations were found, staff can generate a Compliance Statement (See the Generating 785/2995 Compliance Statement section for further information) to be sent to the provider. If violations are documented in WISCCRS, the violations are automatically inserted into a pre-filled Non Compliance Statement (DCF-F-CFS294) to be sent to the provider (See the Generating 294 Non Compliance Statement section for further information). Licensing staff should review Noncompliance Statement and Correction Plan Procedure Manual for further information about when to issue a 294.

Certification, licensing, and public school violations are displayed on the Child Care Public Search the day after they are entered into WISCCRS. The violations remain on the public website for three years. After three years have passed from the date of the citation, the violations are automatically removed from the website. At this time, the monitoring results other than violations (i.e., rules met or rules marked 'N/A') are not displayed on the Public Search.

Note: Violations issued to unregulated providers are not displayed on the Public Search page.

The WISCCRS system has two types of user security profiles for users who have rights to update the provider records:

- **Certification**: A certification worker enters monitoring results only for DCF 202 and HFS 12 Wis. Admin. Codes.
- **Licensing**: A licensing specialist enters monitoring results for DCF 250, DCF 251 or DCF 252 Wis. Admin. Codes, and Ch. 48.65 Wis. Stats.

If a provider is dually-regulated, a certification worker can only enter monitoring results for certification visits and licensing staff can only enter monitoring results pertaining to licensing visits (see Dually Regulated User Guide). Both regulation staff can view monitoring results for both regulation types.

Entering Monitoring Results

Monitoring results can be entered for ALL visit types. Please review the policy/procedure manuals for further information on visits that shouldn't have violations cited.

Follow the steps below to enter all monitoring results:

1. First enter a site visit by clicking the *Site Visit* tab in the left-side navigation menu. Site visits are explained in the Site Visits User Guide. Once the visit is entered, the Monitoring Results link will display on the right side of the screen.

2. On the *Monitoring Results* page, click on the View/Update Monitoring Results link.

Site Visit		
Visit Date	1/9/2015	Documents
Visit Reason	Monitoring Visit	
Next Visit Date	6/30/2015	
Visit Due Date		
Rule Violated	No	
Comments		

☑ Unmet ☐ Met ☐ Not Applicable   Refresh

View/Update Monitoring Results   New Monitoring Result(Classic View)

Monitoring Results
There are no monitoring results found during this site visit for this location

< Back to Site Visits

3. The following page shows the Rules List that will display for the type of program being monitored. Note: the screen shot below shows the Rules List for a certified program.

Visit Date 6/29/2017	Visit Reason Re-Certification Visit
Category Period 07/20/2015-07/19/2017	Visit Due Date 07/19/2019

New Monitoring Result(Classic View)

RULE SECTION	PROGRESS
DCF 202	0 / 131 ›
HFS 12	0 / 9 ›

The *Rules List* page shows monitoring progress for each provider location. The Progress column lists the total number of rules for each section and the number of rules monitored during the **current** regulatory approval period.

Choose the correct Rule Section to proceed.

4. After clicking on one of the sections, the page expands to show the rule groups subsections. The progress column on the right now displays rules monitored for each of the rule groups subsections listed. Click on the rule section again to collapse the rule groups subsections and return to the Rules List.

DCF 202	0 / 137
RULE GROUP	PROGRESS
Activities	0 / 9 ›
Basis for Certification	0 / 1 ›
Discrimination	0 / 1 ›
Equipment	0 / 7 ›
Group Size	0 / 5 ›
Health Care	0 / 13 ›
Home Safety	0 / 31 ›
Mandatory child abuse rep	0 / 1 ›
Meals and Snacks	0 / 4 ›
Provider Communication	0 / 11 ›
Provider Interactions	0 / 11 ›
Provider Qualifications	0 / 21 ›
Rest	0 / 5 ›
Supervision	0 / 11 ›
Transportation	0 / 6 ›

5. Choose the Rule Group subsection to record monitoring results. The following page displays:
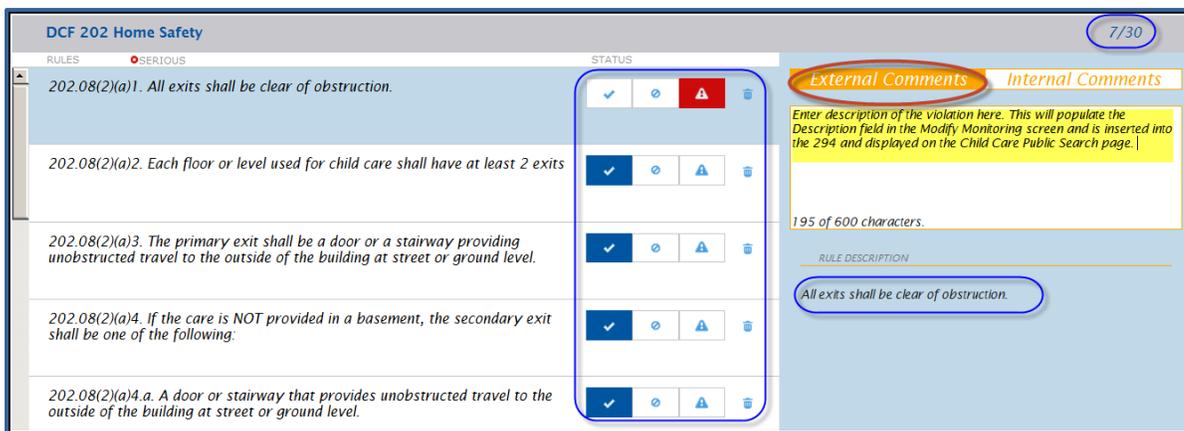

Click on the rule and for which you want to enter monitoring results. Below are explanations for most fields on the above screen.

Field Name	Description
Serious Indicator – Licensing only	If the rule is considered to be potentially serious, a red icon is displayed next to the rule. NOTE: This indicator is only used by licensing.
Progress	The field on the top-right of the screen shows the number of rules monitored at this specific site visit. In the example above, 7 rules out of total of 30 have been monitored during the current regulatory approval period.
Rule Status	These check boxes allow you to enter the following monitoring results: 1. Met (check mark). Check this if the site met the rule (is in compliance). 2. Not applicable (circle with a slash through it). Check this if the rule does not apply to the site. 3. Unmet (triangle with exclamation point inside). Check if a violation was documented for the site. Delete icon (garbage can) allows deletion of the entered monitoring results. Clicking on the delete icon will only reset the data entered on the Status field, it will not delete any comments entered. The delete icon only shows up if one of the monitoring results above have been checked.
External Comments	For a violation, enter the description of the rule violated. Text entered in this field is automatically inserted into the Non Compliance Statement (294) and displayed on the Public Child Care Search website.
Internal Comments	You may enter comments pertaining to the monitored rule. These comments remain in WISCCRS and are not displayed publicly.
Rule Description	The rule summary and entire rule text is displayed.

Previous Monitoring Results

When entering monitoring results, you can now see if the same rule has been monitored during the last two years. The screen print below shows one previous violation of a specific rule for the site.
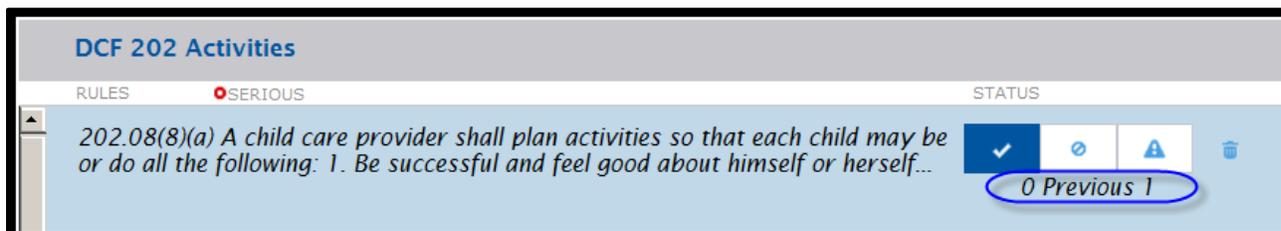
Health and Safety (HS) Results

The federal rules require regulatory agencies to conduct an annual visit to monitor all health and safety rules. The time frame that these rules must be monitored is a calendar year (January 1 to December 31). This page shows all HS rules and the date the rules were last monitored. The page allows the user to view past years' information and filter rules that are serious.

Provider/Loc Number	2800039412 / 001	Name	Abc Child Care
Facility Number	1122341	Applicant/Loc Number	9800074192 / 001
Facility Address	111 New Address Annaplis, WI 123456789	Facility Name	Annas Child Care
Licensor Name	Mobile Licensor Certifier	Certifier Name	Clark Certifier

Search Criteria

From Date : 1/1/2018   To Date : 5/10/2018

Show Only Serious   Refresh

Health And Safety Rules

Violation Type	Section	Rule Group	Rule #	Rule Description	Last Monitored Date
DCF	202	Health Care	202.08 (4)(e)	The Certified Child Care Operator Shall Have On File A Written Record Verifying That Each Child In In Care Has Been Immunized In Accordance With S. 252.04, Stats., And Ch. Hfs 144.	02/02/18
DCF	202	Health Care	202.08 (4)(f)	The Provider May Administer Medication To A Child Only In Accordance With Written And Signed Permission From The Child's Parent.	02/02/18

Generating the 785/2665 Compliance Statement

The following Compliance Statements have been automated in WISCCRS:

1. Licensing: DCF-F-CFS785 (group, family, camp and public schools)
2. Certification: DCF-F-2665 (family only).

After completing the steps in the Monitoring Results section, you can generate a Compliance Statement to identify rules monitored that were met at the site visit. The steps are the same for generating a 785 (licensing) and 2665 (certification) Compliance Statement. Below are the steps:

Accessing the form:

The form link appears next to visits that do not have any violations cited. Note that currently, the link appears by each visit type. This will be changed at a later date. Please refer to the Licensing Procedures and Certification Policy Guide on scenarios when a Compliance Statement should be issued.

The Compliance Statement lists Rule Sections/Groups. If one or more rules were monitored (marked Met or N/A) within a rule section/group, the system automatically inserts a check mark into the form for the monitored section/group.

Example: For the visit above, some rules under Physical Plant and Program sections were monitored. Transportation and Licensee not providing care 50% hours were marked N/A because those rules do not apply to this program.

The Compliance Statement has a check mark by each section that had rules monitored.

The following fields are auto-populated:

- **To file a complaint**: Region/County's phone number
- **Name**: Facility Name or Applicant First/Last Name
- **Address/Telephone**: Location (Physical) Address and Phone
- **Provider Number:** Provider and location numbers for the site.
- **Certification Worker/Licensing Specialist Name:** The person who was entered on the Site Visit page is listed.
- **Visit Date:** The date the site visit was conducted.
- **Issue Date:** Non Compliance/Compliance Issue Date from the Modify Visit page is populated.

Generating the form:

Click Preview tab on the top of the page to view the form in PDF format. If additional comments are needed after the preview, click on Add/Modify Comment tab. Once the form is final, click Save and Upload.

Once the form is uploaded, the form is automatically inserted into the Monitoring Results Documents section. The form will be visible on the Public Search the following day.

Modifying an uploaded Compliance Statement:

There can be scenarios when the uploaded Compliance Statement needs to be modified. Below are some examples:

1. An error was discovered in the rules monitored (did not result to violations). In this scenario, the rules can be modified in WISCCRS and the Compliance Statement regenerated after the correction is done. Once the new version of the Compliance Statement is uploaded, it will automatically replace the previous one on the Public Search. Both will be available in the Monitoring Results Documents section.

2. A rule that was marked Met or N/A is changed to a violation: Modify the rule in WISCCRS. Manually delete the uploaded Compliance Statement in the Monitoring Results Documents section. The document will be pulled off the Public Search.

Generating the 294 Non Compliance Statement

After completing the steps above, you must generate a Non Compliance Statement if violations were documented at the site visit (for visit types that violations may be recorded by policy/procedure). Below are the steps:

1. Click on the Site Visit link in the left-side navigation menu.

2. On the *Site Visits* screen, click on the Monitoring Results link for the visit you entered.

Provider/Loc Number 5800039215 / 002				**Name** Jan January				
Facility Number				**Applicant/Loc Number** 0800071701 / 002				
Facility Address 123 Winter Road Anytown, WI 45454				**Facility Name** Winter Wonderland Day Care				
Licensor Name				**Certifier Name** Pzmkee Certifier				

Site Visits

New Site Visit

	Type Of Visit	Date Of Visit	Visit Reasons	Date of Next Visit	Date of Visit Due	Next Visit Reason	Rule Violated	Action
Follow-up	Certified	01/09/15	Monitoring Visit	06/30/15			No	Monitoring Results

3. The following screen will display the monitored rules for the visit. <u>Note</u>: The system is defaulted to show violations (unmet).

Site Visit

Visit Date 1/9/2015
Visit Reason Monitoring Visit
Next Visit Date 6/30/2015
Visit Due Date
Rule Violated Yes
Comments

Documents

☑ Unmet ☐ Met ☐ Not Applicable [Refresh]

View/Update Monitoring Results

New Monitoring Result(Classic View)

Certificate - Monitoring Results

Rule #	Rule Group	Monitoring Results	Detection Date	Detection Type	Related Visit	Updated Date	Print Selected or All ☑	
202.08(2)(a)1.	Home Safety	Unmet	01/09/15	Site Visit	Monitoring Visit on 01/09/2015	01/12/15	☑	

[Print Selected Certified Violation(s)]   [< Back to Site Visits]

To generate the 294 Non Compliance Statement in PDF format, check the Print Selected or All check box and then click on the Print Selected Certified (or Licensed) Violation (s) command button on the bottom of the screen.

<mark>Licensed facilities also have an option to print the non-compliance form with a cover letter. See the Printing Non Compliance Cover Letter (Licensing) section for more information.</mark>

[Print Selected Licensed Violation(s)]   [Print Non Compliance With Cover Letter]   [< Back to Site Visits]

<mark>Choosing either option will bring up the Get Location Address screen, where you will need to select the address for the current non-compliance.</mark>

Get Location Address

◉ As of Current Address
2245 S Marko St Wausau WI 54403

○ As of 2/15/2011 📅

[Print Report>]

The violation details are autopopulated onto a PDF form that can be emailed, mailed, or faxed to the provider. See the Printing Non Compliance Cover Letter (Licensing) section below.

DEPARTMENT OF CHILDREN AND FAMILIES Division of Early Care and Education	STATE OF WISCONSIN

Date Correction Plan Due 1/30/2015	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN REGULATED CHILD CARE	TO FILE A COMPLAINT CALL

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.

Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number	
Winter Wonderland Day Care		5800039215 / 002	

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
123 Winter Road Anytown WI 45454	454-545-4545	1/9/2015

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	202.08(2)(a)1. **All Exits Shall Be Clear Of Obstruction.** Description: Enter description of the violation here. This will populate the Description field in the Modify Monitoring screen and is inserted into the 294 and displayed on the Child Care Public Search page.			
2	202.08(4)(a)&(d) **Health Form: A Certified Child Care Operator Shall Have A Current Report Of A Physical Examination On File For Each Child, Including The Operator's Own Children, Who Are Not Enrolled In A Public Or Private School.**			

Below are explanations for some of the key fields on the PDF document:

Field	Description
Correction Plan Due Date	This field is prefilled from the Modify Site Visit screen.
To file a complaint	**Licensing**: The regional office phone number is auto-populated into this field. **Certification**: Enter certifying agency's phone number.
Name	This information is retrieved from the Facility/Location Name field on Location screen.
Address	This address is retrieved from the Location screen, based on the choice you made on the Get Location Address pop-up screen.
Date – Regulation Visit	This is the date when the violations were documented and is pulled from the Modify Site Visit screen.
Rule/Statute Number and Non Compliance Statement	This text is pulled from the Monitoring Results screen.
Correction Plan	The provider/licensee writes the plan of correction in this field. If the agency imposes a Plan of Correction, this section is pre-filled from the monitoring results screen.
Expected Completion Date	The provider/licensee writes the date s/he expects the correction be completed.
Verification Date	The date certification/licensing staff verified the violation has been corrected.

Printing Non Compliance Cover Letter (Licensing)

The Non Compliance Cover Letter can be system-generated for users with update access to licensed and public school provider records. In order to generate the letter, click on the Print Non Compliance Cover Letter button on the bottom of the Monitoring Results screen.

Displaying All Monitoring Results for a Visit

If you want to display all monitored rules for a visit, access the *Monitoring Results* page for the site visit. Then click all check boxes (Unmet, Met and Not Applicable) and then Refresh button. All monitored rules are displayed for the visit.

On this screen, you are able to access the Modify Monitoring Results screen by clicking the pencil icon, delete the monitoring result by selecting the trash can icon, or view history by clicking on the scroll icon.

Entering Monitoring Results One at a Time

If you want to enter monitoring results one at a time, use the New Monitoring Result (Classic View) link. Follow the steps below:

1. Click on the New Monitoring Results (Classic view) link from the right of the Monitoring Results screen.

2. Choose the rule group from the subsection list

3. After that, choose the rule.

4. Then enter the details of the monitoring results.

Modifying a Monitoring Result

If you need to modify a record, choose the site visit, and click on the Monitoring Results link.

NOTE: If a violation is verified as corrected, do not modify the original monitoring results. Instead, enter the new site visit and indicate that the rule status is "met".

On the Monitoring Results page, click on the pencil icon next to the record that needs modification. This will take you to the Modify Monitoring Results where the correction can be made.
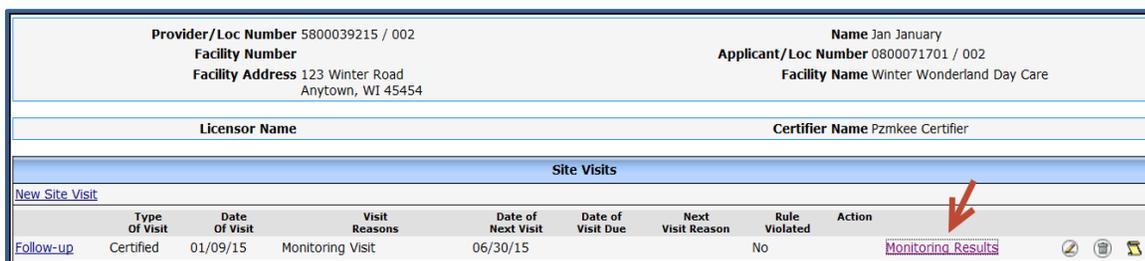
On the following page, you can modify fields such as the Correction Verification Date, Monitoring Results, Description comments, and Imposed Plan of Correction.
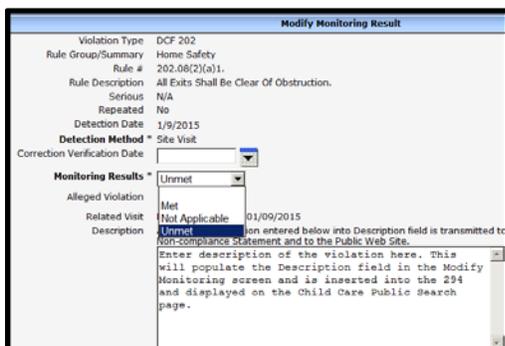
NOTE: The modifications of the monitoring results can also be done via the View/Update Monitoring Results screen. However, you will have to navigate to each subsection where revisions are required. This view does not show a list of the violations from the visit.
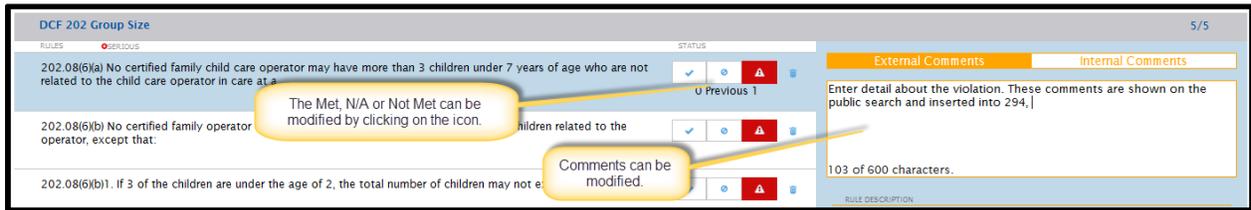
Imposed Plan of Correction

In order to enter an Imposed Plan of Correction, access the *Modify Monitoring Results* screen as explained above (Classic View).

The plan entered in this field is inserted into the 294 Non Compliance Statement when generated.

Correction Verification Date

If a previously violated rule is marked Met on a subsequent visit, the system will automatically enter the Correction Verification Date into the previously violated rule. Example: A violation was cited on 6/15/14 indicating that a provider was violating the certification group size rule. On 1/12/15, a site visit was conducted and the previously cited group size rule was marked Met. Once the monitoring results have been entered into WISCCRS for the 1/12/15 visit, the verification date will be automatically inserted for the 6/15/14 record after the evening batch (the day after the data entry).

If the verification is completed without a site visit (provider mails documentation, etc.), then the date should be entered on the Modify Monitoring Results screen. See Modifying Monitoring Results section of this user guide.

Deleting a Monitoring Result

If you need to delete a record, choose the site visit and click on the Monitoring Results link.

NOTE: WISCCRS does not allow a site visit be deleted if any monitoring results are attached to the visit. If a visit needs to be deleted, all monitoring results must be deleted first. After that, the delete icon will display on the *Site Visit* screen.

On the *Monitoring Results* page, click on the garbage can icon next to the record that needs to be deleted.

Violations Documented Without a Visit

Every violation is tied to a site visit. In rare occasions, a violation can be cited without conducting a site visit. In these cases, choose one of the visit options below as the Primary Visit Reason. See Site Visits User Guide for further information on site visit reasons and when they apply.

- Desk Review (i.e., violations for failure to submit licensing continuation materials, CACFP meal claim reports indicating over capacity, etc.)
- No Site Visit (this option should no longer be used by licensing as other options in this section are more descriptive)
- No Site Visit – Public School (for licensing only)
- Off Site Record Review (when staff records review is not done at the regulated location)
- Other Contact (for licensing only, i.e., phone calls, office visits, provider meetings, etc.)
- Vehicle Alarm Only (when vehicle alarm testing is not done at the regulated location)

Enter the site visit with one of the Primary Visit Reasons and monitoring results as explained above. If there are only a few violations, the classic view may be easiest to use because the Detection Method needs to be entered (not available in the multi-rule view).

When one of these options are chosen as the Visit Reason, the New Monitoring Result-Classic View screen will display the Detection Method. The worker can choose one of the options below:

- **Self-report:** used when the provider self-reports an incident that violated the licensing/certification rules.
- **Documentation Review:** The violation was cited based on a desk review of documentation of a credible source such as CACFP claims, attendance records, etc.
- **Other**: This is used in situations that do not fall under the two above.

Child Care Public Search

Violations for certified, licensed, and <mark>public school providers</mark> are displayed on the Child Care Public Search website. They are posted the day after the violations have been entered into WISCCRS. To trigger the data to be transferred the following day, the Non Compliance Issue Date on the Modify Site Visit screen must be entered.

Certification: If a certification worker enters the monitoring results but forgets to enter the issue date, the violations will be transferred to the Public Search **one week** from the visit date.

Licensing: The violations are not transferred until the day after the non-compliance issue date has been entered into WISCCRS.

<mark>Public School: The violations (a subset of 251 rules) are not transferred until the day after the non-compliance issue date has been entered into WISCCRS.</mark>

Modify Site Visit	
Visit Date *	5/6/2011
Primary Visit Reason *	Initial Licensing Study
Secondary Visit Reason	
Next Visit Date	
Visit Due Date	8/5/2011
Next Visit Reason	
Visit Action	
Licensor/Certifier *	Licensor, Nro
Licensor/Certifier	
Non Compliance Issue Date	
Correction Plan Due Date	
Correction Plan Received Date	
Visit Type *	○ Announced ● Unannounced ○ N/A

Entering Violations – Unlicensed Providers – Licensing Only

When an unregulated provider is violating the licensing law, licensing staff attaches a statute violation to the complaint visit. The steps are identical to the data entry of the monitoring results to licensed facilities, except that the list of violations for unlicensed providers will only have one statute listed.

You are able to use either the new multi-rule view or the classic view.

Provider/Loc Number 4800039754 / 004 **Facility Number** 1122798 **Facility Address** 123 Main Mkee, WI 45454	**Name** Ulla Unlicensed **Applicant/Loc Number** 0800078109 / 004 **Facility Name** Sero Unlicensed Location

There is no current license or certificate for this location. ⚠

Visit Date 1/13/2015 **Category Period**	**Visit Reason** Unregulated Complaint Visit **Visit Due Date**

New Monitoring Result(Classic View)

RULE SECTION	PROGRESS
48.65	0 / 1 ›

Once the violation has been added, it can also be attached to a forfeiture or a stop operating order.

Repeated Violations – Licensing Only

The system identifies violations that have been previously cited within a 24-month period.

The *Monitoring Results* screen displays Yes in the Repeat column if the violation was previously cited within the 24-month time frame of the site visit date. Also, for licensed violations, a Serious column identifies rules that are considered serious. See screen print below.

	License - Monitoring Results									
Rule #	**Rule Description**	**Serious**	**Repeat**	**Monitoring Results**	**Detection Date**	**Detection Type**	**Related Visit**	**Updated Date**	**Print Selected** or All ☐	
251.07(2)(c)	Time-Out - Time Limit	No	No	Unmet	01/13/15	Site Visit	Monitoring For Licensing on 01/13/2015	01/13/15	☐	✎ 🗑 🖹
251.07(2)(d)	Time-Out - Use With Children Under Age 3	No	No	Unmet	01/13/15	Site Visit	Monitoring For Licensing on 01/13/2015	01/13/15	☐	✎ 🗑 🖹
251.07(2)(e)	Child Guidance - Prohibited Actions	Yes	Yes	Unmet	01/13/15	Site Visit	Monitoring For Licensing on 01/13/2015	01/13/15	☐	✎ 🗑 🖹

Informational Alerts – Licensing Only

Repeat Violations (serious or non-serious)

When licensing staff enters a violation into WISCCRS that has been cited within 24 months prior to the visit date, an **informational** alert will display. In order to complete the data entry, click Add.

> ⚠ **Error - The Following Problems Have Occurred**
> ⚠ **Rule Number:** Same violation repeated within last 2 years.

Four or more Repeat, Serious Violations

If the facility has had 4 or more serious, repeat violations within the 24-month period of the visit date, an informational alert will display when the fourth (4th) serious, repeat violation is entered. This is to alert the staff that an enforcement action may be justified.

> ⚠ **Error - The Following Problems Have Occurred**
> ⚠ **Rule Number:** Same violation repeated within last 2 years.
> ⚠ **Rule Number:** There are 4 or more serious violations repeated in the last 2 years.

Repeat Violation Information on 294 – Licensing Only

If the violation is a repeat, the 294 form will now display the date it was previously repeated.

	Name - Certified Operator / Licensed Center		Provider Number / Facility ID Number	
	Randy's Group Preschool		3800036563 / 001 - 120856	
	Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit	
	123 Main St Anytown WI 52222	414-555-6666	4/30/2013	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(1)(a) Licensed Capacity Description: CITED ON 4/30/13 Repeat violation: Previously cited on 4/24/2013, 7/27/2012			

Compliance with Laws – Licensing Only

The Compliance with Laws rule is used for citing violations of various laws that have not been promulgated as a rule in the administrative code. Violations of this rule may or may not be a repeat violation, as determined by licensing. For this rule, WISCCRS allows licensing staff to uncheck the repeat indicator if the violation being entered is not a repeat. When entering a Compliance with Laws violation that has been cited within the last 24 months, the information alert will display and the system first considers it a repeat. If the citation is **not** a repeat, go to the Modify Monitoring Results screen and **uncheck** the Repeated check box.

Modify Violation	
Violation Type	250.04
Rule Group/Summary	(2) administration
Rule #	250.04(2)(a)
Rule Description	Compliance With Laws
Serious	Yes
Repeated	☑
Detection Date	5/1/2013
Detection Method *	Site Visit
Correction Verification Date	
Alleged Violation	☐
Related Visit	Monitoring For Licensing On 05/01/2013
Description	Attention: Information entered below into Description field is transmitted to the Non-compliance Statement and to the Public Web Site. facility does not have a carbon monoxide detector.

The List Violations screen will now display the rule as a non-repeat.

Licensed Violations							
Rule #	Rule Description	Serious	Repeat	Detection Date	Detection Type	Related Visit	Updated Date
250.04(2)(a)	Compliance With Laws	Yes	No	03/27/13	Documentation Review	No Site Visit on 03/27/2013	05/01/13
250.04(2)(a)	Compliance With Laws	Yes	No	05/01/13	Site Visit	Monitoring For Licensing on 05/01/2013	05/01/13

Gap between Licensing Periods

The system will alert the user about the repeat violation even if there is a gap between two licensing periods. Example:

> Jane Doe was licensed from 7/1/11 to 12/31/11. Violations were cited on 11/1/11. She voluntarily closed her license effective 12/31/11. Jane reapplied for licensing and was granted a new license starting 10/1/12. During a monitoring visit on 12/1/12, the licensing specialist cited a violation that was previously cited on 11/1/11. WISCCRS will display the 12/1/12 violations as repeats even if there is a gap between licensing periods. The Public Search will also display the violations issued during the first licensing periods as long as they were not cited more than two years in the past.