

Date Correction Plan Due 12/4/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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 Ywca Discovery Center		Provider Number / Facility ID Number 0000555770 / 002 - 1003766		
Address - Facility (Street, City, State, Zip Code) 1735 S Washington St Janesville WI 53546		Telephone Number 608-752-5445	Date - Regulation Visit 11/13/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(jm) Report - Prohibited Actions Description: Center did not report to the department within 24 hours that a staff member engaged in a prohibited action.	<i>Center will report immediately if a situation arises.</i>	<i>11.21.25</i>	
2	251.04(7)(a) Disclosure Of Personal Information Description: A staff member disclosed personal information learned about a child and the child's family to another parent.	<i>Staff member has been re-trained on the importance of confidentiality.</i>	<i>11.21.25</i>	

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3	251.05(2)(a)2. Staff Record - Completed Background Check Description: Through statements of center staff it was discovered that an administrative staff member was caring for a child while not having a completed background check.	All staff caring for children will have a completed background check.	11.21.25	
4	251.07(2)(c)1. Time Out - Age Description: A staff member yelled at a child under the age of three to go sit in a chair for a time out.	Staff member is being re-trained on guidance & discipline.	11.21.25	
5	251.07(2)(e)5. Prohibited Actions - Cruel, Aversive, Frightening, Humiliating Actions Description: A staff member engaged in a prohibited action that may have been cruel or frightening to children when in the two-year-old classroom, a staff member repeatedly yelled at the children in a loud and harsh tone when re-directing their behavior and when telling a child to go sit in the "think chair" for a time out. In addition, the same staff member has made remarks to the children that could potentially be humiliating.	Staff member is being re-trained on guidance & discipline policies & procedures.	11.21.25	

NAME - Agency Worker
Rebecca Brickson

Date Issued
11/20/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Angela Thompson

11.21.25