

Date Correction Plan Due 5/5/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-361-7700
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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 South Wood County Ymca Early Learning Center		Provider Number / Facility ID Number 2000558932 / 015 - 2005073		
Address - Facility (Street, City, State, Zip Code) 601 W Grand Ave Wisc Rapids WI 544952706		Telephone Number 715-818-9620	Date - Regulation Visit 4/10/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)1. Staff Record - Personal Information Description: Staff E and F did not have documentation of personal information on file. Repeat violation: Previously cited on 6/3/2025	<i>New staff need to have file completed and kept up to date at all times. Forms will be done @ orientation.</i>	<i>May 30, 26</i>	
2	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff E, F and J who have been employed at the center for more than 30 days, did not have documentation of a physical examination on file. Repeat violation: Previously cited on 6/3/2025	<i>New staff will have all forms completed in the required time allowed</i>	<i>May 30, 26</i>	

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3 251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: Staff E and J did not have documentation of educational qualifications on file. Repeat violation: Previously cited on 6/3/2025	All Staff files will be up to date & kept up to date	May 30, 2026	
4 251.05(2)(a)5. Staff Record - High School Diploma Description: Staff E, F and J did not have documentation of a high school diploma or equivalent on file.	All Staff will have documentation of high school diploma on file when doing orientation	May 30, 2026	
5 251.05(2)(a)8. Staff Record - Orientation Description: Staff B, D, E, and H did not have documentation of orientation on file.	Orientation will be done while onboarding for all staff.	May 1, 2026	
6 251.05(3)(b) Abusive Head Trauma Prevention Training Description: Staff E, F and J did not have documentation of abusive head trauma training on file.	All Staff Have AHT and certificates will be printed @ time of orientation	May 1, 2026	

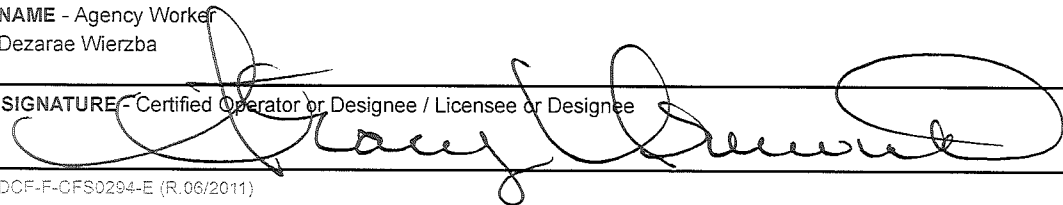
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South Wood County Ymca Early Learning		2000558932 / 015 - 2005073	
Center Address - Facility (Street, City, State, Zip Code) 601 W Grand Ave Wisc Rapids WI 544952706		Telephone Number 715-818-9620	Date - Regulation Visit 4/10/2026
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7 251.06(3)(b)2. Emergencies - Practice Written Plans Description: Documentation of practiced fire drills was not on file for January, February and March 2026.	All fire drills will be documented at the time of drill.	April 23, 2026	
8 251.07(6)(dm)3.c Medical Log - Medication Administration Description: Staff in Junior Preschool are not documenting the administration of Cultrelle in the medical log book.	All medications will be logged in book when they are administered.	April 23, 2026	
9 251.07(6)(f)5. Medication Administration - As Labeled & Authorized Description: In the Infant Room, there was an authorization for infant acetaminophen for Child 1. Per staff, the infant was never given the medication as authorized by the parent.	All medications will be administered as directed on the forms by the parent @ times instructed	April 23, 2026	
10 251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Child care staff are not documenting changes in development every three months.	All paperwork will be reviewed and documented @ proper intervals	April 23, 2026	

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11	251.09(3)(a)9. Infant & Toddler - Bottle Feeding Description: An infant too young to hold their own bottle was not held while being fed, instead staff placed the infant in a bouncy seat and held the infant's bottle.	All infants will be held when having a bottle if they can not hold it themselves	April 23, 2026

NAME - Agency Worker
Dezarae Wierzba

Date Issued
4/21/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

4/23/2026