

<b>Date Correction Plan Due</b> 2/20/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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.

<b>Name - Certified Operator / Licensed Center</b> Ymca Child Development Ctr-20Th Av		<b>Provider Number / Facility ID Number</b> 2000559672 / 013 - 1004922			
<b>Address - Facility (Street, City, State, Zip Code)</b> 3303 W 20Th Ave Oshkosh WI 549049249		<b>Telephone Number</b> 920-230-8439	<b>Date - Regulation Visit</b> 12/18/2024		
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<table border="1"> <tr> <td data-bbox="1520 742 1764 803"> <b>Expected Completion Date</b> </td> <td data-bbox="1764 742 1980 803"> <b>Verification Date</b> </td> </tr> </table>	<b>Expected Completion Date</b>	<b>Verification Date</b>
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1	251.04(3)(i) <b>Report - Unknown Whereabouts Or Left Premise</b>  Description: Based on record review the program failed to report the unknown whereabouts of a child to the department that occurred on 12/22/23. A 2 year old child was left behind in a classroom when the entire class went into a different room. The licensing specialist discovered the incident when reviewing files.	Teachers & Admin will be sure to report all incidents immediately. Staff will report to Director. Director will self report to Licensing.	<table border="1"> <tr> <td data-bbox="1520 803 1764 1154">2/20/25</td> <td data-bbox="1764 803 1980 1154"></td> </tr> </table>	2/20/25	
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2	251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b>  Description: Based on record review on 12/18/24 according to the Staff Record Checklist Staff Member A failed to have a health report on file.	All Staff have Current health reports on file currently.	<table border="1"> <tr> <td data-bbox="1520 1154 1764 1408">2/20/25</td> <td data-bbox="1764 1154 1980 1408"></td> </tr> </table>	2/20/25	
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3 251.05(2)(a)7. <b>Staff Record - Continuing Education</b>  Description: Based on record review on 12/18/24 according to the Staff Record Checklist Staff Member B failed to meet the continuing education requirements for 2024. The staff member had 1 1/2 hours versus the 15 required hours.	All Staff will keep track of hours needed. Director will also track hours needed vs completed	2/20/25		
4 251.055(1)(a) <b>Supervision Of Children</b>  Description: Based on record review on 12/22/23 a 2 year old child was left behind in a classroom when the entire class went to a different room. The child was alone for five minutes before staff noticed the child was missing.  Repeat violation: Previously cited on 6/25/2024, 2/20/2024	All Staff will do name to face checks before, during, and after transitions & will count children when moving from place to place	2/20/25		
5 251.055(1)(f) <b>Child Tracking Procedure</b>  Description: Based on record review, on 12/22/23, a child care worker failed to conduct a head count or miscounted the number of children when exiting the classroom and then again failed to conduct a headcount or miscounted when entering another classroom. This resulted in a 2 year old child being left behind in a classroom. The two year old child was alone for five minutes before staff noticed the child was missing.  Repeat violation: Previously cited on 6/25/2024, 2/20/2024	See above	2/20/25		

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NAME - Agency Worker  
Cassandra Debauche

Date Issued  
2/6/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed  
2/20/25