

<b>Date Correction Plan Due</b> 5/2/2025	<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 School Age - Franklin		<b>Provider Number / Facility ID Number</b> 2000559672 / 016 - 1011720		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1401 W 5Th St Oshkosh WI 54902		<b>Telephone Number</b> 920-230-8961	<b>Date - Regulation Visit</b> 4/15/2025	
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.05(2)(a) <b>Staff Record - Maintenance &amp; Availability</b>  Description: One staff member did not have a file at the facility - see checklist,  Repeat violation: Previously cited on 11/19/2024	<i>File was placed at site</i>	<i>04/23/2025</i>	
2	251.05(2)(a)4.d. <b>Staff Record - Educational Qualifications</b>  Description: 4 staff members did not have their educational qualifications in their files after 6 months of employment - see checklist.  Repeat violation: Previously cited on 5/23/2024	<i>Staff sent in updated transcripts and places them in file</i>	<i>04/25/2025</i>	

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3	251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: 6 staff members did not have documentation that they completed CPR training within 3 months of hire - see checklist	Staff have sent in certificate or signed up for a class	04/30/2025	
4	251.05(3)(g)2. <b>Assistant Child Care Teacher - Qualifications</b>  Description: 7 staff members did not have their assistant teacher qualifications in their file after 6 months of employment - see checklist.	Staff were given the workbook or turned in updated transcripts	04/30/2025	
5	251.05(4)(c)9. <b>Continuing Education - Documentation Of 12 Month Period</b>  Description: 3 staff members did not have their continuing education document for 2024 in their files - see checklist	Staff sent in updated transcripts or will complete more trainings/classes	04/30/2025	
6	251.06(3)(a) <b>Emergencies - Written Plans</b>  Description: The evacuation plan was not posted.	Evacuation plan was sent to site	04/23/2025	

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<b>Noncompliance Statement</b>			

**NAME** - Agency Worker  
Jill Kellner

Date Issued  
4/18/2025

**SIGNATURE** - Certified Operator or Designee / Licensee or Designee

Date Signed

04/23/2025