

Date Correction Plan Due 10/13/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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.

Name - Certified Operator / Licensed Center Ymca School Age - Carl Traeger		Provider Number / Facility ID Number 2000559672 / 010 - 420763		
Address - Facility (Street, City, State, Zip Code) 3000 W 20Th Ave Oshkosh WI 54904		Telephone Number 920-230-8961	Date - Regulation Visit 9/10/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(8)(a) Mandated Reporting - Child Abuse & Neglect Description: Based on record review on 9/10/25 according to the Staff Record Checklist Staff Member E, F, and I failed to have biennial child abuse and neglect on file. Repeat violation: Previously cited on 10/7/2024	Completed and placed in file	10/31/2025	
2	251.05(2)(a)2. Staff Record - Completed Background Check Description: Based on record review on 9/10/25 according to the Staff Record Checklist Staff Member I failed to have a complete background check on file. Repeat violation: Previously cited on 2/21/2025, 10/7/2024	placed in staff file	10/31/2025	

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3 251.05(2)(a)3.a. Staff Record - Physical Examination Description: Based on record review on 9/10/25 according to the Staff Record Checklist Staff Member C, I and J failed to have a physical on file. Repeat violation: Previously cited on 10/7/2024	have scheduled or was placed in file	10/31/2025	
4 251.05(2)(a)4.b. Staff Record - Registry Certificate - School Age Programs Description: Based on record review on 9/10/25 according to the Staff Record Checklist Staff Member D, G and J failed to have a Registry on file.	have started process to get in file	10/31/2025	
5 251.05(2)(a)7. Staff Record - Continuing Education Description: Based on record review on 9/10/25 according to the Staff Record Checklist Staff Member D, E, F, G, and I failed to have continuing education on file for 2024.	forms were updated and placed in file	10/31/2025	

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3000 W 20Th Ave Oshkosh WI 54904		920-230-8961	9/10/2025
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<p>6 251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Based on record review on 9/10/25 according to the Staff Record Checklist Staff Member C, D, H, I, and J failed to have CPR on file.</p> <p>Repeat violation: Previously cited on 10/7/2024</p>	<p>Staff have enrolled in the upcoming classes</p>	<p>10/31/2025</p>	
<p>7 251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Based on record review on 9/10/25 according to the Staff Record Checklist Staff Member E, F, and I failed to have biennial child abuse and neglect training.</p> <p>Repeat violation: Previously cited on 10/7/2024</p>	<p>Completed and placed in staff file</p>	<p>10/31/2025</p>	
<p>8 251.07(5)(a)4. Meals & Snacks - Minimum Meal Requirements</p> <p>Description: Based on record review and observation the program's snack failed to meet the CACFP minimum meal requirements. Baked Sour Cream and Onion Chips were served. 2 meal components (Milk, Meat/Meat Alternative, Vegetables, Fruits and Grain) need to be served to meet the minimum CACFP meal patterns.</p>	<p>Snacks have been checked</p>	<p>10/31/2025</p>	

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9 251.07(6)(dm)2. Medical Log - Pages & Entries Description: Based on record review the medical log book entries failed to be in ink. 24 entries from 10/7/24-2/10/25 were completed with pencil.	Staff were reminded to write in pen.	10/31/2025	
10 251.07(6)(f)1.a. Medication Administration - Parent Authorization Description: Based on record review there was medication on the premise without a parent authorization. An Epi Pen was on the premise with a parent authorization.	Parent was given form to complete	10/31/2025	
11 251.094(6)(c) School-Age Program Aide - Training Description: Based on record review on 9/10/25 according to the Staff Record Checklist Staff Member C, G, and I failed to have school age qualifications on file.	Have received updated transcripts or gotten book for them to complete	10/31/2025	

NAME - Agency Worker
Cassandra Debauche

Date Issued
9/29/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Cassandra Debauche

10/09/2025