

<b>Date Correction Plan Due</b> 12/19/2025	<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)(f) 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 Center		<b>Provider Number / Facility ID Number</b> 2000559672 / 002 - 420116		
<b>Address - Facility (Street, City, State, Zip Code)</b> 324 Washington Ave Oshkosh WI 549015042		<b>Telephone Number</b> 920-230-8954	<b>Date - Regulation Visit</b> 12/2/2025	
	<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(3)(a) <b>Report - Incident Or Accident</b>  Description: The facility did not report, within 24 hours, that a two year old child needed medical attention on 11/19/25 due to getting their finger closed in an outside door.	I was out of office most of the 19th, 20th and all day 21st. Once I got all information from staff and family I sent it. If we need to report again I will send a "heads up" email.	immediate going forward	
2	251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b>  Description: Three staff members, #B,D,H did not have their physical in their file after 30 days of employment - see checklist.  Repeat violation: Previously cited on 7/24/2025, 2/19/2025, 4/9/2024	Staff to complete by end of their Christmas Break (All are college students who go home for break)	1/30/26	

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324 Washington Ave Oshkosh WI 549015042		920-230-8954	12/2/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	<p>251.05(3)(b) <b>Abusive Head Trauma Prevention Training</b></p> <p>Description: Three staff members, #B, E and F, did not abusive head trauma prior to working with children - see checklist.</p> <p>Repeat violation: Previously cited on 7/24/2025</p>	Has been completed by all staff	12/2 12/8 12/10	
4	<p>251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b></p> <p>Description: One staff member, #I, did not have her CPR in her file after 3 months of employment - see checklist.</p> <p>Repeat violation: Previously cited on 7/24/2025, 2/19/2025</p>	was scheduled for 12/13 - class had to be rescheduled - next available is 2/17	2/17	
5	<p>251.05(4)(a) <b>Staff Orientation - Develop, Implement, Document</b></p> <p>Description: One staff member #D, did not have her orientation in her file after 2 weeks of employment - see checklist.</p> <p>This was corrected on the visit date.</p>	was completed 12/2	12/2	

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6	251.055(1)(a) <b>Supervision Of Children</b>  Description: The center self-reported an injury received by a 2 year old child. On November 19, 2025, child care workers were not supervising 2 year old children to guide the children's activities to prevent harm and ensure safety when one child took out a block that was propping open an outside door resulting in the door closing on another child's finger. The injury was significant and required medical intervention.  Repeat violation: Previously cited on 5/2/2025, 11/7/2024	- Teacher was present but could not catch the door fast enough. - Finger guards have been installed on all doors leading outside - Conversation w/ staff @ → 1/12/26 Next staff meeting about supervision	
7	251.09(1)(c) <b>Infant &amp; Toddler - Documenting Changes In Development</b>  Description: One intake in the infant 2 room was not current (updated once every 3 months)  Repeat violation: Previously cited on 7/24/2025, 2/19/2025, 9/5/2024	was completed by parent and returned 12/3	12/5

NAME - Agency Worker  
Jill Kellner

Date Issued  
12/5/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

*J Kellner* →

Date Signed  
1/8/2026