

Date Correction Plan Due 1/19/2026	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 Chlld Care Center		Provider Number / Facility ID Number 4000 58514 / 001 - 420237		
Address - Facility (Street, City, State, Zip Code) 90 W Second St Fond Du Lac WI 54935		Telephone Number 920-921-3698	Date - Regulation Visit 11/4/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: The center's attendance records were missing the children's date of birth.	Nicole Winke added the birthdates to the sign in sheets.	1/7/2026	
2	251.07(6)(f)6. Current Authorizations for Medications on Premises Description: There was a medication in the Infants' Room that did not have authorization form from the parents.	Infant teacher has talked to the child's parent when she picked up and explained to them that they needed to fill out an authorization sheet in order for the center to administer medication.	11/4/2025	

NAME - Agency Worker
Gloribel Tegen

Date Issued
1/5/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Sandi Harlan

Date Signed
1-7-26