

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
920-785-7811

Date Correction Plan Due
2/6/2026

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. 48.857. 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		Provider Number / Facility ID Number	
Kids Place Family Child Care Llc.		1000584391 / 001 - 1014006	
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit
929 Zemlock Ave Neenah WI 549563731		920-228-0542	1/22/2026
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	250.04(6)(a) Child Record - Maintenance, Availability Description: One child, #1, was missing their enrollment form in their file - see checklist. corrected on visit date	I will have a better filing system so this thing will not happen again.	1/26/2025
2	250.04(6)(a)1m. Child Record - Health History Description: One child, #1, was missing their health history in their file - see checklist. corrected on visit date	I will have a better filing system so this thing won't happen again.	1/26/2025

3	250.05(3)(fm) Biennial Training - Child Abuse & Neglect Description: The provider could not locate her child abused and neglect training. corrected on visit date	I will have a better filing system so it won't happen again.	1/26/2025
4	250.07(6)(b)1. Medical Log Book Description: The provider could not locate her medical logbook.	I bought another logbook and numbered the pages. Once I found the old one, I'll let my licenser know.	1/23/2026
5	250.09(1)(c)1. Infant & Toddler - Information For Providing Individualized Care Description: One child, #7, was missing her intake form in her file - see checklist. Corrected on visit date	I will have a better filing system so it won't happen again.	

NAME - Agency Worker
Jill Kellner

Date Issued
1/23/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
1/23/2026