

Date Correction Plan Due 4/8/2025 **NONCOMPLIANCE STATEMENT AND CORRECTION PLAN** **TO FILE A COMPLAINT CALL** 262-446-7800

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 Little Bear Learning Center Muskego Campus **Provider Number / Facility ID Number** 6000587386 / 008 - 2005963

Address - Facility (Street, City, State, Zip Code) S84W18473 Enterprise Dr Muskego WI 531508788 **Telephone Number** 262-279-0672 **Date - Regulation Visit** 3/24/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.055(1)(f) Child Tracking Procedure Description: Documentation of child tracking was not accurate on the two rooms when 6 children were present and only 5 were on the tracking form.	Went over Tracking Procedure w/ staff. Implemented another form of tracking so we have a backup. App written.	3.25.25	
2 251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: Individual bags of frozen breast milk did not have the child's name labeled on it.	Staff went through all frozen breast milk to make sure everything was labeled properly.	3.25.25	

NAME - Agency Worker Colleen Hanser, Rhonda Brueggemann **Date Issued** 3/26/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee  **Date Signed** 4.2.2025
DCF - CF \$0294-E (R.06/2011)