

Date Correction Plan Due
7/31/2025

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
715-930-1148

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

Cradle To Crayons Preschool Llc

Address - Facility (Street, City, State, Zip Code)
819 Ash St Spooner WI 548011201

Provider Number / Facility ID Number

1000589291 / 001 - 2003667

Telephone Number
715-939-1041

Date - Regulation Visit
7/1/2025

Rule/Statute Number Noncompliance Statement

- 1 251.04(6)(a)8.b.
Child Record - Physical Exam - Over 2, Under 5

Description: Each child 2 years of age and under age 5 shall have an initial health examination not more than one year prior to nor later than 3 months after being admitted to the center, and a follow-up health examination at least once every 2 years thereafter. Child record #7 did not have documentation of a follow-up health examination for a child, who recently had turned 2. The exam on file was from 2023 when the child was under 2 and had just started at the center. The child would've needed multiple updated health exams while the child was still under age 2.

Correction Plan

Expected
Completion Date

Form given to
parent, returned
at in site

7-7-25

Name - Certified Operator / Licensed Center
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Date - Regulation Visit
 7/1/2025

Rule/Statute Number
 Noncompliance Statement
 2 251.05(2)(a)1.
 Staff Record - Personal Information

Correction Plan
 Staff Record in
 File

Expected
 Completion Date
 7-8-25

Verification
 Date

Description: There was no documentation of Staff Record form information in the file for employee G.

3 251.05(3)(b)
 Abusive Head Trauma Prevention Training

Staff B no longer
 is employed (short-term) 7-17-25
 Staff C completed
 training on 6-9-25
 forgot to file
 cert. - in file 7-17-25

Description: Documentation of completion of Abusive Head Trauma (AHT) training was not observed in the files for staff B and G. AHT training is required to be completed before a child care worker begins to work with children under age 5.

4 251.05(3)(cm)
 Child Abuse & Neglect - Biennial Training

Staff B no longer
 employed (short-term) 7-21-25
 D-completed 7-10-25
 E-C completed 7-8-25
 F-completed 7-7-25
 I-completed 7-11-25
 G-H to have completed by 7-21-25

Description: Staff B, D, E, F, G, H and I were missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.

5 251.05(4)(a)
 Staff Orientation - Develop, Implement, Document

Staff no longer
 employed - short
 term 7-1-25

Description: Staff B was missing documentation of having received a complete orientation within her first week at the center.

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Correction Plan

**Rule/Statute Number
Noncompliance Statement**

6 251.05(4)(c)9.

Continuing Education - Documentation Of 12 Month Period

Description: Contrary to rule, Staff A, C, E and F did not have documentation of enough hours to meet the yearly requirement of 15 continuing education hours needed in 2024.

staff F just started in May

per per seminars have been worked out for documentation

7-11-25

7 251.07(5)(a)4.

Meals & Snacks - Minimum Meal Requirements

Description: A review of the meals & snacks served showed the center is still not meeting the U.S. department of agriculture (USDA) child and adults care food program minimum meal requirements for snacks. The center is serving only one component for snacks. USDA guidelines require snacks to have two components.

now serving 2 components

7-11-25

8 251.07(6)(f)6.

Current Authorizations For Medications On Premises

Description: One child in the infant room had a container of cough syrup in the medication box, but did not have a current medication authorization from the parent on file for medicine that is on the premises.

cough syrup was returned to mom.

7-1-25

NAME - Agency Worker
Jennifer Stubbe, Amelia Gruber

Date Issued
7/17/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Jennifer Stubbe

Date Signed

7-17-25