DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due 5/29/2026	**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**	**TO FILE A COMPLAINT CALL** 920-785-7811

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		**Provider Number / Facility ID Number**	
Early Learning Center		3000593703 / 001 - 2008685	
Address - Facility (Street, City, State, Zip Code) 2425 Industrial Dr Neenah WI 549564858	**Telephone Number** 920-969-9122	**Date - Regulation Visit** 5/14/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.07(6)(i)1. **Washing Child's Hands & Face** Description: Based on observations on 5/14/26, child care staff did not wash a child's hands after diapering in the little stars room.	All staff have been retrained to proper hand washing requirements.	5/20/2026	
2	251.09(4)(a)3. **Infant & Toddler - Diaper Changing Surface Disinfection** Description: Based on observations on 5/14/26, child care staff did not properly disinfectant the diapering pad properly and wiped the disinfectant solution right after it was applied. Staff did not wait the manufacture label of two minutes after the solution was applied.	All staff have been retrained on the proper use of disinfectant solution and know to wait the 2 min. before wiping the changing pad.	5/20/2026	

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	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date**	**Verification Date**

NAME - Agency Worker

Dao Xiong DW Thoensen

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Issued

5/15/2026

5/20/2026

Date Signed