

Date Correction Plan Due 2/17/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
--	--	---

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		
Red Caboose School Age Lapham		6000557946 / 003 - 120404		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
1045 E Dayton St Madison WI 53703		608-204-4164	2/3/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(4)(a) Staff Orientation - Develop, Implement, Document Description: Documented staff orientation on file did not cover the all the required topics. Repeat violation: Previously cited on 5/8/2024	<i>we will immediately include the DCF orientation checklist with our materials and then work to integrate the missing items into our organizational process.</i>		

NAME - Agency Worker Michelle Garcia	Date Issued 2/3/2025
SIGNATURE - Certified Operator or Designee / Licensee or Designee 	Date Signed 2/18/2025