

Date Correction Plan Due 5/27/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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 202.055, 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 Zaruba Family Child Care		Provider Number / Facility ID Number 6000580256 / 001 - 2002926	
Address - Facility (Street, City, State, Zip Code) 1033 W Spencer St Appleton WI 549145317		Telephone Number 920-749-0041	Date - Regulation Visit 5/9/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	250.04(6)(a)3. Child Record - Alternate Arrival / Release Agreement Description: Based on record review on 5/5/24 according to the Child Record Child 4 failed to have an alternate arrival agreement on file. The child arrives via bus.	<i>Alternate Arrival Agreement submitted to licensur</i>	<i>6-11-2024</i>
2	250.05(2)(f) Staff File - Continuing Education Description: Based on record review on 5/5/24 according to the Staff Record Checklist Staff Member A failed to meet the continuing education action requirements for 2023. Provider had 6.5 hours versus the 15 required hours. Repeat violation: Previously cited on 5/23/2022	<i>All required Continuing Education hours will be completed.</i>	<i>8-31-2024</i>



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JUL 15 2024

DEPT OF CHILDREN & FAMILIES
NORTHEASTERN REGION

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NAME - Agency Worker
Cassandra Debauche

Date Issued
5/13/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Dawn Zaruba

Date Signed

07-08-2024