

Date Correction Plan Due
4/28/2026

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 notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center

Provider Number / Facility ID Number

Holly's Daycare

2000585672 / 001 - 2003830

Address - Facility (Street, City, State, Zip Code)
1056 Chestnut St West Bend WI 530953127

Telephone Number
262-689-7912

Date - Regulation Visit
4/6/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(6)(a)4.b. Child Record - Physical Exam - Over 2, Under 5 Description: Based on records review, the health exam on file for child # 3 expired on 03/19/26.	Paperwork will be reviewed weekly. Parent supplied paper work two days after regulation visit	4/8/2026	
2	250.07(3)(f) Furnishings - Safe, Durable Description: In the playground, there was a damaged toy lawnmower that had cracks on the surface.	I will look toys over for cracks and damage on a daily basis. play lawn mower was thrown away the same day	4/10/2026	

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3	250.07(6)(f)6. Medication Administration - As Labeled & Authorized Description: There was an Epi pen authorization form that did not contain the expiration date. The provider corrected this item during the visit.	Paperwork will be reviewed weekly	4/26/2026	
4	250.09(1)(c)1. Infant & Toddler - Information For Providing Individualized Care Description: Based on records review, the program did not have the intake form on file for child #9.	Paperwork will be reviewed weekly. Parent returned form two days after regulation visit	4/8/2026	

NAME - Agency Worker
Gloribel Tegen

Date Issued
4/14/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Holly Scannell

Date Signed

4/27/2026