

<b>Date Correction Plan Due</b> 9/11/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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 202.065, DCF 250.04(2)(l) 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.

<b>Name - Certified Operator / Licensed Center</b>		<b>Provider Number / Facility ID Number</b>	
Happy Hearts Childcare		7000588907 / 001 - 2002839	
<b>Address - Facility (Street, City, State, Zip Code)</b>		<b>Telephone Number</b>	<b>Date - Regulation Visit</b>
440 Elizabeth St Mishicot WI 542286001		920-905-2461	8/27/2025
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>
1	<b>250.04(1)(a) Licensed Capacity</b>  Description: August 27, 2025, the licensee had 13 children in her care, with two children under the age of 2. The licensee is licensed for 7 children, due to limitations in insurance coverage.	I will not take more than 7 kids.	10/15/25
2	<b>250.04(6)(a)4.c. Child Record - Physical Exam - 5 And Older</b>  Description: One child #5, did not have a current (once every 2 years) physical in their file - see checklist.	The child has an appointment scheduled & will complete forms.	10/15/25

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3 250.04(6)(b) <b>Current, Accurate Daily Attendance Record</b>  Description: The licensee did not have a written daily attendance available with the 13 children signed in or out.	I will have a copy available immediately to give to Jill.	10/18/25	
4 250.05(2)(c) <b>Staff File - Days, Hours Worked</b>  Description: The provider did not have her days, hours worked documented for licensing to see.	I will have a copy available to give Jill upon arrival.	10/18/25	
5 250.05(3)(e)1. <b>Provider Training - Obtain Cpr Certificate</b>  Description: The provider could not locate her current CPR certificate.  Repeat violation: Previously cited on 10/11/2023	A copy is printed & put in folder	10/18/25	
6 250.05(4)(c)4. <b>Continuing Education - Documentation Of 12 Month Period</b>  Description: The provider could not locate her documentation that she completed 15 hours of continuing education for 2024.  Repeat violation: Previously cited on 3/12/2025	Paper work is now in my folder	10/18/25	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
7	250.055(2)(a) Maximum Number Of Children In Care Of The Center  Description: On August 27, 2025, the licensee had 13 children in her care, with two children under the age of 2.	I will not take more than 7 kids.	10/18/25
8	250.06(2)(n)5. Radon - Continuous Testing  Description: The last radon test was done on 4/25/23.	A printed copy is in my folder. A test was done on 3/24/25	10/18/25
9	250.09(1)(c)1. Infant & Toddler - Information For Providing Individualized Care  Description: Two children #8 and #9, did not have current intake information on file.  Repeat violation; Previously cited on 3/12/2025	Paperwork has been complete for this family & placed in folder.	10/18/25

NAME - Agency Worker  
Jill Kellner

Date Issued  
8/28/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

*Megan Spada*

Date Signed  
10/18/25