Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
8/11/2026		715-930-1148

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
Peace Tree Kids Club	0000591480 / 002 - 2008350

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
3220 Monroe St Eau Claire WI 547030900	715-933-1434	7/22/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)6. **Child Record - Health History** Description: Rule states in pertinent part 'The licensee shall maintain a current written record at the center and the record shall contain Health History information'. On this date, one child (Child #2) was missing Health History information from his/her file.	Paperwork request has been sent out to parents via online portal. Given 30 days to return.	8/27/26	
2	251.04(6)(a)6m. **Child Record - Immunization History** Description: Rule states in pertinent part that each child's file 'shall include documentation that indicates the child's immunization history'. Contrary to rule, three children (Children #4, #5, and #8) were missing Immunization documentation from their files.	Paperwork request has been sent out to parents via online portal. Given 30 days to return.	8/27/26	

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3	251.05(2)(a)2. **Staff Record - Completed Background Check** Description: Rule states in pertinent part, 'The licensee shall maintain a file on each child care worker and the file must include documentation from the department that indicates a child care background check was completed in compliance with the timelines and requirements specified in s. 48.686, Stats., and ch. DCF 13 and the person is eligible to work in a child care'. Contrary to rule, the center didn't have a caregiver background check on file for one of the child care workers (Staff D).	Background check paper has been filled out by staff and will be submitted into the childcare provider portal.	8/3/26	
4	251.05(2)(a)3.a. **Staff Record - Physical Examination** Description: Rule states in pertinent part 'An employee record shall contain a report on a physical examination that was completed not more than 12 months prior to nor more than 30 days after the person was hired'. Contrary to rule, two employees (Staff B and D) were missing a health exam report from their file and both have been employed for over 30 days. Repeat violation: Previously cited on 4/8/2026	Staff have been given a new copy of Employee Health report and will return within 30 days.	8/27/26	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
5	251.05(2)(a)7. **Staff Record - Continuing Education** Description: Rule states in pertinent part 'An employee's file shall contain documentation of compliance with continuing education of 15 hours per year for full time employees'. Contrary to rule, two employees (Staff A and E) didn't have documentation to show they completed the full 15 hours of continuing education that was required for 2025.	Staff have been reminded to complete CE credits and given several reources and platforms to do so. Staff will submit completed courses to the Wi Registry as soon as possible.	12/31/26	
6	251.05(3)(c) **Cardiopulmonary Resuscitation Training** Description: Rule states "All employees in regular contact with children shall obtain, maintain and place in the employee's file, a current certificate of completion for infant and child cardiopulmonary resuscitation and automated external defibrillator use within 3 months after beginning to work with children in care." Contrary to rule, two employees (Staff B and E) didn't have a current CPR certificate on file, and both have been working at the center for over 3 months.	Staff member was given Peace Tree online CPR/First aid training link to update training within 30 days.	8/27/26	

NAME - Agency Worker
Heather Ruf

Date Issued
7/27/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Lydia Ekenstedt

Date Signed
7/27/26