

**INSTRUCTIONS FOR COMPLETING THE CORRECTION PLAN SECTION OF THE  
NONCOMPLIANCE STATEMENT AND CORRECTION PLAN (DCF-F-CFS294)**

I have attached the Noncompliance Statement and Correction Plan (DCF-F-CFS294) dated April 29, 2026 . Please complete this form as follows:

1. In the column titled "Correction Plan," indicate how you intend to correct each noncompliance listed on the form and outline the steps you will take to prevent future violation of the same rule. If you need more space than is provided on the form, attach additional pages and identify the item number to which the correction plan is related. Because completed and approved correction plans will be scanned and linked to the Regulated Child Care and YoungStar Public Search internet site, which shows each provider's violations, please note the following when writing your correction plan:
  - Do not include confidential information, including the names of children and staff.
  - Write in concise, plain English.
  - Be specific when describing what you have done or intend to do to correct each violation. Non-specific statements such as "It will be fixed", "Done", "Will do", "Don't agree" or "This won't happen again" do not provide the reader with any understanding of how the violation has been corrected or how you plan to prevent the violation from occurring again.
  - Be objective, factual and descriptive. The plan should not include derogatory comments, profanity or subjective observations, such as "The licensing specialist doesn't like me."
2. For each noncompliance, enter the date (month, day, year) by which you expect the correction plan to be completed.
3. Sign and date the form. Retain a copy for your records.
4. **Return the completed and signed form to the department by the due date that appears at the top left of the form via:**
  - **Email:** [Cassandra.debauche@wisconsin.gov](mailto:Cassandra.debauche@wisconsin.gov) or
  - **Fax:** (920) 785-7869 or
  - **Mail:** DEPARTMENT OF CHILDREN AND FAMILIES  
BUREAU OF EARLY CARE REGULATION  
NORTHEASTERN REGION  
200 NORTH JEFFERSON  
SUITE 411  
GREEN BAY, WI 54301

If the correction plan and the completion dates are acceptable, the form will be linked to the Regulated Child Care and YoungStar Public Search internet site. If the correction plan or the expected completion dates are not acceptable, you will be contacted in writing or by telephone.

**You are required to post a copy of the Noncompliance Statement and Correction Plan (DCF-F-CFS294) in a conspicuous area near the license so that it is visible to parents. This copy must remain posted until all noncompliances have been verified as corrected and the next DCF-F-CFS294 or DCF-F-CFS785 (Compliance Statement) has been issued. Note: If applicable, do not post the Staff and Child Identification Key. The information on the key is confidential and is meant for your reference only.**

Please take a few minutes to complete the Department of Children and Families (DCF) customer satisfaction survey so that you can tell us about your experience. The responses we receive to the survey will be compiled and reviewed by DCF staff to help us improve our services to child care providers. The survey takes approximately 5 minutes to complete. It is voluntary and anonymous, and there is no penalty for not responding. DCF staff will not be able to tell whether or not you responded to the survey or know what responses you submitted. Please follow this link to provide your feedback: <https://www.surveymonkey.com/r/LicenseFeedback>. Or, if you don't have internet access, contact your licensing office and request a paper version of the survey and a prepaid reply envelope .

Contact me if you have any questions.

<b>Date Correction Plan Due</b> 5/13/2026	<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)(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.

<b>Name - Certified Operator / Licensed Center</b> Washington Island Child Care		<b>Provider Number / Facility ID Number</b> 2000592132 / 001 - 2007329		
<b>Address - Facility (Street, City, State, Zip Code)</b> 1821 Main Rd Washington Is WI 54246		<b>Telephone Number</b> 920-535-0050	<b>Date - Regulation Visit</b> 4/14/2026	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(a)6. <b>Child Record - Health History</b>  Description: Based on record review on 4/14/26 according to the Child Record Checklist Child 8 failed to have a health history on file.			
2	251.04(6)(a)6m. <b>Child Record - Immunization History</b>  Description: Based on record review on 4/14/26 according to the Child Record Checklist Child 8 failed to have immunizations on file.			

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3	<p>251.04(6)(a)8.b. <b>Child Record - Physical Exam - Over 2, Under 5</b></p> <p>Description: Based on record review on 4/14/26 according to the Child Record Checklist Child 2, Child 3, and Child 8 failed to have a health report on file.</p> <p>Repeat violation: Previously cited on 4/17/2025</p>			
4	<p>251.05(2)(a) <b>Staff Record - Maintenance &amp; Availability</b></p> <p>Description: Based on record review on 4/14/26 the program failed to have staff files on the premise for the licensing specialist to review during the visit.</p>			
5	<p>251.06(11)(b)7. <b>Outdoor Play Space - Enclosure</b></p> <p>Description: Based on observation of the outdoor play space on 4/16/26 the outdoor enclosure failed to be 4 feet in height and taught. The snow fence/temporary fence measured at 3.5 feet and 4 feet in spots. There was a one foot gap near the building entrance causing a hazard for head entrapment and the ability for children to get out of the fenced in area.</p>			


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6	<p>251.06(3)(b)2. <b>Emergencies - Practice Written Plans</b></p> <p>Description: Based on record review on 4/16/26 the program failed to conduct a Fire Drill in the month of March 2026.</p> <p>Repeat violation: Previously cited on 4/17/2025</p>			
7	<p>251.06(4)(jm)2. <b>Fire Alarms &amp; Smoke Detectors - Testing</b></p> <p>Description: Based on record review on 4/14/26 the program failed to test the fire alarms monthly.</p> <p>Repeat violation: Previously cited on 4/17/2025</p>			
8	<p>251.06(6)(b)1.a. <b>Private Well - Annual Bacteria Test</b></p> <p>Description: Based on record review the program failed to conduct a water test annually and have those results.</p>			
9	<p>251.06(6)(b)2.a. <b>Private Well - Annual Nitrate Test</b></p> <p>Description: Based on record review the program failed to conduct a water test annually and have those results.</p>			

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10	251.06(6)(b)3.a. <b>Private Well - Lead Test</b>  Description: Based on record review the program failed to conduct a water test annually and have those results.			
11	251.07(4)(e) <b>Naps Or Rest Periods - Bedding Maintenance, Storage, Cleanliness</b>  Description: Based on observation on 4/14/26 the program			
12	251.07(6)(i)1. <b>Washing Child's Hands &amp; Face</b>  Description: Based on observation of two diaper changes on 4/14/26, the children failed to wash their hands after their diaper changes.			
13	251.09(1)(c) <b>Infant &amp; Toddler - Documenting Changes In Development</b>  Description: Based on record review on 4/14/26 according to the Child Record Checklist Child 8 failed to have the child intake form updated every 3 months.			

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<b>Noncompliance Statement</b>			

**NAME - Agency Worker**  
Cassandra Debauche

**Date Issued**  
4/29/2026

**SIGNATURE - Certified Operator or Designee / Licensee or Designee**  


**Date Signed**