Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
4/14/2026		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	
The Grove Childcare Center		6000592346 / 001 - 2007519	
Address - Facility (Street, City, State, Zip Code) 103 Industrial Ave Milltown WI 548589067		**Telephone Number** 715-553-6898	**Date - Regulation Visit** 3/26/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(cm) **Child Abuse & Neglect - Biennial Training** Description: Staff C and F were missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.	Both staff members are scheduled to take the child abuse and neglect training course on Friday, April 3rd. Shannon will email the licensor a copy of their certificate upon completion, and a copy will be placed in the staff member's file.	4/3/2026	
2	251.07(6)(dm)4. **Medical Log - Reviewing Injury Records** Description: An inspection of the medical log book revealed the log hasn't been reviewed every 6 months as required by rule.	Director will review, sign and date in the medical log books for each of the classrooms. The Director has a reminder on her calendar set for every 6 months to prevent a reoccurrence.	4/3/2026	

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3	251.09(1)(c) **Infant & Toddler - Documenting Changes In Development** Description: An Intake for Children Under 2 form for Child #1, #2, #3 and #4 were missing documentation of having been updated every three months to reflect changes in the child's development and routines based on discussion with the parent.	Director has implemented a plan and has trained teachers to review and update the Intake for Children Under 2 forms at least every three months and as needed in between whenever an update is made to the child's routine/schedule, feedings, etc.	4/3/2026	

NAME - Agency Worker
Wendy Badzinski

Date Issued
3/31/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Shannon Donaghue

Date Signed
04/02/26