Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
9/28/2026		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
Together We Grow Kids Co	8000593798 / 001 - 2008772

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
1820 Talen St Menomonie WI 547511460	715-579-1166	8/12/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)2. **Child Record - Emergency Medical Consent** Description: Written consent from the parent for emergency medical care or treatment was not available for Child #5.	Obtained written emergency medical consent form from the parent for child #5. Staff will verify that all required forms are collected and on file before the child's first day.	9/25/2026	
2	251.04(6)(a)4. **Child Record - Field Trip Authorization** Description: Authorization from the parent for the child to participate in field trips was not documented for Child #5.	Obtained written field trip authorization from the parent of child #5 and placed the completed form in the child's file. Staff will verify that all required forms are collected before the childs first day.	9/25/2026	

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	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date** / **Verification Date**
3	251.04(6)(a)6. **Child Record - Health History** Description: A Health History and Emergency Care Plan form, which is required to be on file prior to the child's first day of attendance, could not be located for Child # 2 or # 5. Child #3's Health History and Emergency Care Plan form was incomplete.	Obtain completed health history and emergency care plan forms for child #2 and child #5 and obtain the missing information on child #3's form. Completed forms will be placed int he children's files. All child records will be reviewed to ensure required forms are completed and on file prior to the child's first day of attendance.	9/25/2026
4	251.05(3)(cm) **Child Abuse & Neglect - Biennial Training** Description: Documentation of Staff D having received training within one week after beginning work at the center and at least every 2 years thereafter, on child abuse and neglect laws, how to identify children who have been abused or neglected, and the procedure for ensuring that all known or suspected cases of child abuse or neglect are immediately reported to the proper authorities, could not be located.	Staff D will complete the required child abuse and neglect raining. Documentation of completion will be placed in the staff file. Staff training records will be reviewed to ensure required training is completed and documented within the required timeframes.	9/25/2026
5	251.06(2)(m) **Cleaning Aids - Equipment** Description: The same cloth was used to both clean and then sanitize the tables where children eat. Cleaning aids such as mops and brooms shall be clean. A new or clean cloth or paper towel is required to be used for each step.	Staff will use a sperate clean cloth or paper towel for cleaning and sanitizing tables. Cleaning sanitizing procedures will be reviewed with all staff to ensure a new/clean cloth or paper towel is used for each step.	9/25/2026

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6	251.07(6)(f)1.a. **Medication Administration - Parent Authorization** Description: Written Authorizations to Administer Medication forms exceeded the length of time allowed on the manufacturers' labels. Blanket authorizations that exceed the length of time specified on the label are prohibited.	The center will review medication authorization forms when they are received an prior to administering medication to ensure the authorization period does not exceed the manufacturers label instructions. medication authorization forms will also be reviewed periodically by administration to ensure continued compliance.	9/25/2026

NAME - Agency Worker
April Callihan

Date Issued
9/14/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
9-23-26