

Date Correction Plan Due 6/19/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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. 48.857. 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 Wee Winni Child Care Center Inc	Provider Number / Facility ID Number 0000559650 / 001 - 420382
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Address - Facility (Street, City, State, Zip Code) 700 W Linwood Ave Oshkosh WI 549011823	Telephone Number 920-420-8887	Date - Regulation Visit 6/3/2025
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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.04(6)(a)8.a. Child Record - Physical Exam - Under 2</p> <p>Description: One child #8 did not have a current (once every 6 months) physical in their file - see checklist.</p> <p>Repeat violation: Previously cited on 1/8/2025, 5/30/2024</p>	<p>Have all physical exams updated</p>	<p>6/13/25</p>	
2	<p>251.05(2)(a) Staff Record - Maintenance & Availability</p> <p>Description: One staff member #H, was missing a file at the facility - see checklist.</p> <p>Repeat violation: Previously cited on 1/8/2025, 2/12/2024, 8/2/2023</p>	<p>Put all staff member files in their file folder</p>	<p>6/13/25</p>	

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3	251.05(2)(a)1. Staff Record - Personal Information Description: One staff member #G, was missing a staff record in their file - see checklist.	Put all staff member files in their file folder	6/13/25	
4	251.05(2)(a)4.a. Staff Record - Registry Certificate Description: One staff member #G did not have a registry certificate in her file after 6 months of employment - see checklist.	↓	6/13/25	
5	251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: One staff member #C, did not have her education qualifications in her file after 6 months of employment - see checklist.		6/13/25	
6	251.05(4)(c)1. Continuing Education Requirement - Full Time Staff Description: Three staff members, #B,D E, did not have 15 hours of continuing education documented for the 2024 year - see checklist. Repeat violation: Previously cited on 1/8/2025, 8/16/2024, 5/30/2024, 8/2/2023	Make sure all staff members are up to date with Cont. Ed hours	6/27/25	

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7	<p>251.055(2)(c) Mixed-Age Group - Staff-To-Child Ratio</p> <p>Description: The big room had 13 children upon arrival with 2.5 yr old children with 1 staff member. They needed 2 staff members with a mix ratio of 1.3.</p> <p>This was corrected during the visit.</p>	<p>This happened quickly and was out of my control, we will have enough Staff at all times.</p>	6/3/25	
8	<p>251.09(1)(c) Infant & Toddler - Documenting Changes In Development</p> <p>Description: All 4 intakes in the toddler room were not updated once every 3 months.</p> <p>Repeat violation: Previously cited on 8/16/2024, 8/2/2023</p>	<p>Make sure staff members keep all records up to date. Get completed forms in files a.s.ap.</p>	6/6/25	

IAME - Agency Worker
Ill Kellner

Date Issued
6/5/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Ducki Wernig

Date Signed

6/6/25