Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
1/21/2026		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
Ymca - Mound View Sacc	5000556395 / 033 - 2008641

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
455 University St Elk Mound WI 547399556	715-861-2345	12/17/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a) **Staff Record - Maintenance & Availability** Description: Staff E's file was not available for examination by the licensing representative on 12/17/25. Repeat violation: Previously cited on 12/16/2025	All staff files are on site and available for examination.	12/17/2025	
2	251.05(2)(a)3.a. **Staff Record - Physical Examination** Description: Documentation of a physical examination report on a form provided by the Department, completed 12 months prior or within 30 days after beginning work at the center, indicating the person is free from illness detrimental to children, including tuberculosis, and physically able to work with young children, was not available for review for Staff A or B.	Staff A and Staff B are no longer employed by the YMCA After-School Program. All staff have a physical exam report in their file.	12/19/2025	

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	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date**	**Verification Date**
3	251.05(2)(a)4.d. **Staff Record - Educational Qualifications** Description: Documentation of Staff B and C meeting the training/educational requirements as described under DCF 251.094(4)(c) for the position of school-age program leader was not available for review and both staff have worked in the position for less than six months.	Staff who are working as the Program Leader meet education and training requirements.	1/9/2026	
4	251.05(3)(cm) **Child Abuse & Neglect - Biennial Training** Description: Documentation of Staff B 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, was not available for review.	Staff B is no longer employed by the YMCA After-School Program. All staff have a certificate for Child Abuse and Neglect training.	12/19/2025	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
5	251.095(2m)(c) **School-Age Care - Supervision Of Group Of Children** Description: According to documentation onsite, on 12/15/25, Staff C provided sole supervision to a group of children and did not meet the requirements of a school-age program leader. On 12/16/25, Staff B was observed providing sole supervision to the group of children and did not meet the requirements of a school-age program leader. Notwithstanding s. DCF 251.055(1)(b), at least one school-age program leader or child care teacher shall supervise each group of school-age children, except as provided in pars. (d) and (e).	Staff C and Staff B are no longer employed by the YMCA After-School Program. Staff providing sole supervision meet the requirements for Program Leader.	1/9/2026	

NAME - Agency Worker
April Callihan

Date Issued
1/7/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
1.15.26