

Date Correction Plan Due 6/10/2026	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)(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 Ymca Sch Age - Baird		Provider Number / Facility ID Number 6000560216 / 007 - 420429		
Address - Facility (Street, City, State, Zip Code) 539 Laverne Dr Green Bay WI 543115720		Telephone Number 920-391-2410	Date - Regulation Visit 5/26/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(b) Current, Accurate Daily Attendance Record Description: Based on record review on 5/26/26, there were nine children signed in and twelve children in care.	Staff will double check that parents have signed in their children daily.	9-1-26	
2	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Based on record review on 5/26/26, staff B did not have a completed physical examination on file and started employment in February of 2026.	Physical Examination will be documented and on file on site.	9-1-26	

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3	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Based on record review on 5/26/26, staff A and B did not sign in.	All staff will sign in/out daily.	9-1-26	
4	251.05(2)(a)8. Staff Record - Orientation Description: Based on record review on 5/26/26, staff B did not have a completed orientation on file and started employment in February of 2026.	Orientation checklist will be on file for all staff upon initial employment timeframe.	9-1-26	
5	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Based on record review on 5/26/26, staff B did not have documentation of a completed child abuse and neglect training on file and started employment in February of 2026.	CA/N training will be documented and on file for each staff.	9-1-26	

NAME - Agency Worker

[Signature]

Date Issued
5/27/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

[Signature]

Date Signed

6-2-26