

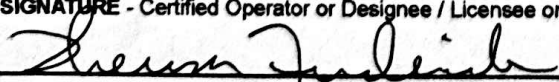
Date Correction Plan Due 6/13/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-361-7700
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Use of Form: This form is used by certification / licensing staff to identify statute and / or administrative rule violation(s) and 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		Provider Number / Facility ID Number		
Tree Top Child Development Ctr And Preschool		0000585500 / 001 - 1015272		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
120 18Th St E Ashland WI 548064049		715-682-5790	5/27/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(b) Abusive Head Trauma Prevention Training Description: Staff B and Staff C do not have documentation on file of completing abusive head trauma training.	Staff B had AHT as part of the Assistant Child Care Teacher dpi course. The school sent transcript but said certificate would come later. It is now in staff file & found Staff C certificate as well.	6-2-25	
2	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff B does not have documentation on file of completing child abuse and neglect training.	Staff B had CAN certificate on phone and is now placed in file.	6-2-25	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
3	251.05(3)(g)2. Assistant Child Care Teacher - Qualifications Description: Staff B did not have documentation on file showing she is assistant teacher qualified.	I was told transcript was enough proof of dpi class while waiting for certificate to arrive. I contacted the high school & they released the certificate.	6-2-25
4	251.05(3)(gr)3.a. Meal Prep Personnel - Training Description: Staff C did not complete or have documentation on file of completing 4 hours of training in kitchen sanitation, food handling, and nutrition prior to beginning work.	Course was ordered and will be completed prior to working next shift.	6-16-25

NAME - Agency Worker Bonnie Davis, Brooke Lampe	Date Issued 5/30/2025
SIGNATURE - Certified Operator or Designee / Licensee or Designee 	Date Signed 6-10-25