

**Date Correction Plan Due**  
9/5/2025

**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**

**OCT - 2 2025**

**TO FILE A COMPLAINT CALL**

**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**

Tashena Yarbough

**Provider Number / Facility ID Number**

9000591629 / 001

**Address - Facility (Street, City, State, Zip Code)**  
918 Newtols St Green Bay WI 543022931

**Telephone Number**  
920-265-3429

**Date - Regulation Visit**  
8/20/2025

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>1 202.08(12)(c) The Certified Child Care Operator Shall Be In Ongoing Communication With A Child's Parent Or Ensure That A Substitute Child Care Provider Is In Ongoing Communication With A Child's Parent By Developing A Written Contract That Specifies The Charge For Child Care And The Expected Frequency Of Payment For The Service. The Contract Shall Be Signed By The Operator And A Parent Or Guardian.</p> <p>Description: One family did not have a contract in their file</p>	<p><i>Requested all info is updated on. Returned by 10/15/25 All.</i></p>	<p><i>10/15/25</i></p>	

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<p>202.08(12)(f)1-4</p> <p>Prior To A Child's First Day Of Attendance For Any Child In Care, Obtaining Information On A Form Prescribed By The Department With Enrollment And Health History Information, Including All Of The Following:</p> <ol style="list-style-type: none"> <li>1. The Parents' Home And Work Phone Numbers.</li> <li>2. Health History, Including Information Relating To A Child's Special Health Care Needs And Emergency Care Plan.</li> <li>3. The Parents' Signed Consent For Emergency Medical Care.</li> <li>4. A Name And Number To Call If The Child Requires Emergency Medical Care.</li> </ol> <p>Description: She had misplaced the childcare files for 4 kids in care which have all required forms in them</p>	<p><i>Request</i></p> <p><i>All if any record</i></p> <p><i>are updated and</i></p> <p><i>returned by</i></p> <p><i>10/15/25</i></p>	<p><i>10/15/25</i></p>	<p><b>OCT - 2 2025</b></p>
<p>202.08(1m)(c)</p> <p>A Certified Family Child Care Operator Shall Submit A Completed Background Check Request Form To The Department Or Certification Agency For Each Potential Household Member Age 10 Or Older Prior To The Date On Which The Person Becomes A Household Member.</p> <p>Description: An adult moved in, and she did not report it</p>	<p><i>11</i></p> <p><i>11</i></p> <p><i>↓</i></p>	<p><i>10/15/25</i></p>	

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<p>4 202.08(4)(a) Health Form: A Certified Child Care Operator Shall Have A Current Report Of A Physical Examination On File For Each Child, Including The Operator's Own Children, Who Are Not Enrolled In A Public Or Private School.</p> <p>Description: Two children did not have a health report record in their file. She misplaced the files for the 4 other children in care</p>	<i>Requested all info is updated and returned by 10/15/25</i>	<i>10/15/25</i>	
<p>5 202.08(4)(a)1. For Each Child Under 2 Years Of Age, A Report Of A Physical Examination Conducted Not More Than 6 Months Prior To Nor Later Than 3 Months After The Child Is Admitted, And A Follow-Up Health Examination At Least Once Every 6 Months Thereafter.</p> <p>Description: Two children no record in file and 2 children misplaced the files/records.</p>	<i>''</i>	<i>10/15/25</i>	
<p>6 202.08(4)(a)2. For A Child 2 Years Of Age Or Older, A Report Of A Physical Examination Conducted Not More Than 2 Years Prior To Nor Later Than 3 Months After The Child Is Admitted, And A Follow-Up Health Examination At Least Once Every 2 Years Thereafter</p> <p>Description: Child's file was misplaced</p>	<i>''</i>	<i>10/15/25</i>	

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<p>7</p> <p>202.08(4)(e) The Certified Child Care Operator Shall Have On File For Each Child In Care A Record Of The Child's Immunization History To Document Compliance With S. 252.04, Stats., And Ch. Dhs 144.</p> <p>Description: Two children did not have immunization records in their file. Two children files were misplaced</p>	<p>Request all of my info updated and returned by 10/15/25</p>	<p>10/15/25</p>	
<p>8</p> <p>202.08(4)(f)2.b. A Child Care Provider May Administer Prescription Or Non-Prescription Medication To A Child Only If The Child's Parent Has Given Written And Signed Permission To Administer The Medication To The Child As Directed On The Label.</p> <p>Description: Childcare files were misplaced for 4 children</p>			
<p>9</p> <p>202.08(5)(i) The Certified Child Care Operator Shall Keep Current And Accurate Written Records Of The Daily Hours Of Attendance Of Each Child In Care, Including The Actual Arrival And Departure Time Times For Each Child. If Children Are Transported To Or From The Premises Or School By The Operator Or Another Provider On Behalf Of The Operator, The Daily Attendance Record Shall Include The Actual Time The Child Was Picked Up Or Dropped Off.</p> <p>Description: Has not been keeping accurate attendance records</p>		<p>↓</p>	

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	<p>Please sign + Date the form.</p>		

NAME - Agency Worker  
Patti Barry

Date Issued  
8/26/2025

Date Signed

SIGNATURE - Certified Operator or Designee / Licensee or Designee