

Date Correction Plan Due 10/14/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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 The Little Branches		Provider Number / Facility ID Number 1000559231 / 004 - 2004390		
Address - Facility (Street, City, State, Zip Code) 427 N Wilson Ave Rice Lake WI 548681616		Telephone Number 715-205-1318	Date - Regulation Visit 9/25/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(6)(a)4.a. Child Record - Physical Exam - Under 2 Description: Each child under 2 years of age shall have an initial health examination not more than 6 months prior to nor later than 3 months after being admitted to the center, and a follow-up examination at least once every 6 months thereafter. Child #1 did not have documentation of a follow-up exam completed within the past 6 months available for review.	Parent returned the form to me from the doctor	9/30/25	

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2	250.06(11)(b)4. Outdoor Play Space - Enclosure Description: Rule states that the permanent enclosure on the premises of the program may not have any open areas that are greater than 4 inches. It was observed during the licensing visit that several areas of the fencing contained open areas that exceeded 4 inches. Repeat violation: Previously cited on 10/22/2024	I applied pool noodles on all gates.	9/26/25	
3	250.07(4)(d) Naps - Bedding Description: Children over one year of age's bedding and cots were not stored in a sanitary manner. Children's cots were stacked on top of each other with the children's bedding still on them, resulting in the legs of the cots sitting on top of other children's bedding.	I placed all Cot s legs on the floor.	9/26/25	

NAME - Agency Worker
Amelia Gruber

Date Issued
9/30/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Colleen Jenschman

Date Signed
10/3/25