Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
9/18/2026		608-422-6765

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	
Quad Care Lomira		2000558502 / 001 - 120732	
Address - Facility (Street, City, State, Zip Code) N11896 Hwy 175 Lomira WI 53048	**Telephone Number** 920-269-5500	**Date - Regulation Visit** 8/27/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)3.a. **Staff Record - Physical Examination** Description: Staff B did not have a physical examination report completed within 30 days after being hired when their start date was 11/27/2017 and they have not completed a physical exam indicating they are free from illnesses detrimental to children and that the person is physically able to work with young children.	Employee completed a new Staff Health Report on 9/8/2026, which was added to her on-site file.	9/8/2026	
2	251.05(3)(f)3. **Child Care Teacher - Entry-Level Training** Description: Staff A does have the entry level training requirements for a child care teacher.	Center has reviewed all Seasonal Staff records and ensured their current education aligns with their on-site file.	9/18/2026	

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3	251.055(1)(f) **Child Tracking Procedure** Description: The center did not implement and adhere to a procedure to ensure that the number, names, and whereabouts of children in care are known at all times when staff reported there were 14 school age children in the classroom and the licensing specialist counted 18 children. Additionally, 18 children were signed in on the daily attendance record.	Center will re-train staff by 9/18/2026 on child tracking procedures, including emphasis on classrooms with co-teachers and communication on daily attendance records.	9/18/2026	
4	251.07(5)(a)5.b. **Menus - Plan** Description: The menu was not planned one week in advance when staff reported they do not record the breakfast snack until after they serve it and it is not apart of the menu. Additionally, they reported that parents are informed what is being served for breakfast snack after it is served to the children.	Center will post AM snack menu rotation in each classroom for parents to reference.	9/14/2026	
5	251.07(6)(dm)3.d. **Medical Log - Medical Evaluation** Description: On June 26, 2025, a child was given an unknown allergen, reacted, and received a medical evaluation, which was not documented in the medical log book. Additionally, the incident was not reported to the department.	Center re-trained staff on 9/8/2026 to ensure all allergy-related issues that potentially required medical care are logged and reported to State.	9/8/2026	

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NAME - Agency Worker
Kimberly Liebhart

Date Issued
9/4/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
9-8-2026