

Date Correction Plan Due 12/26/2025	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 Grace Luth Found Sacc Altoona		Provider Number / Facility ID Number 3000556383 / 005 - 2002993		
Address - Facility (Street, City, State, Zip Code) 157 Bartlett Ave Altoona WI 547202361		Telephone Number 715-832-3003	Date - Regulation Visit 12/11/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)3.a. Staff Record - Physical Examination Description: The file for Staff E did not contain documentation of a physical examination report completed within 12 months before or within 30 days after beginning work with children in care, indicating the person is free from illness detrimental to children, including tuberculosis, and physically able to work with young children.	After continued attempts to receive the physical exam document, the staff in question has let us know they are working on it and that they will have it to us shortly.	12 . 22 . 25	
2	251.094(5)(c)3. School-Age Group Leader - Training Description: Staff C, a school age group leader, did not have documentation of one of the 3 ways to qualify for the position in their staff record file. Per rule, school-age group leaders must complete the educational qualifications within 6 months of assuming the position.	Staff will have met the requirement following the completion of this semester.	12 . 22 . 25	

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NAME - Agency Worker
Jennifer Stubbe

Date Issued
12/12/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Tyler Papierniak

Date Signed
12.12.25