Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811

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
Tribal Day Care	3000556493 / 001 - 420181

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
N774 Weso Apt Rd Keshena WI 54135	715-799-5202	5/14/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(a) **Supervision Of Children** Description: On 05/14/2026, Licensing Specialist observed a 3.5 month old infant practicing tummy time on a boppy pillow unsupervised. Staff were not aware the infant was face down into the pillow until Licensing Specialist alerted them. One staff was washing bottles and unable to have direct sight to the child, while the other staff was sitting on the floor against a bookshelf with her back to the child.	Talk to teachers about tummy time and active supervision eyes on baby at all times. Making memo with attachment on guidelines		

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2	251.055(1)(f) **Child Tracking Procedure** Description: The centers policy states "The classroom teacher will take each child's attendance on the Day Care - Daily Attendance Record, noting the time the child enters the classroom". On 05/14/2026 during a monitoring visit, it was observed the center was not following their child tracking procedure. Classroom 2 had no children or staff signed into the room.	Talk to teachers about signing in daily for teacher + children- track children and ratio Right in memo with guidelines of tracking + ratios	6/12/26	
3	251.07(6)(dm)4. **Medical Log - Reviewing Injury Records** Description: Center failed to review medical log books every 6 months.	Director was not aware of this. Will start June + Dec.	6/12/26	
4	251.07(6)(f)1.b. **Medication Administration - Containers & Labeling** Description: During the licensing visit, three medications were observed in classrooms without a child's name.	look up policy + procedure on medication-copy page to insure teacher will read and sign	6/12/26	
5	251.07(6)(f)6. **Current Authorizations For Medications On Premises** Description: During a licensing visit, 5 medications were kept at the center without a current authorization from parents.	attach medication policy to menu	6/12/26	

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6	251.07(6)(i)2. **Adult Handwashing** Description: On 05/14/2026, staff were observed changing multiple diapers without changing gloves or washing hands.	Diaper changing Policy/ Hand washing policy review and sign by all staff.	6/12/26	
7	251.09(1)(c) **Infant & Toddler - Documenting Changes In Development** Description: On 05/14/2026, the center failed to document changes every three months. During the visit, it was observed 15 infants who have not updated intake forms ranging between 2024 and January 2026.	Update intake forms for teachers to handout	6/12/26	
8	251.09(4)(a)3. **Infant & Toddler - Diaper Changing Surface Disinfection** Description: During a monitoring visit on 05/14/2026, the infant room failed to use soap and water as part of their disinfecting routine. Repeat violation: Previously cited on 4/23/2025	Diaper changing Policy review and sign by all staff	6/12/26	
9	251.09(4)(b) **Infant & Toddler - Sinks In Self-Contained Area** Description: Center failed to have a sink dedicated to food preparation. On 05/14/2026, the staff in Rooms 1 and 2 were observed using the same sink for handwashing as well as bottle prep.	Will use jugs of water for bottles. Will look into getting Culligan dispenser & water jugs.	6/12/26	

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NAME - Agency Worker
Amie Bodart

Date Issued

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
6/10/2026