

Date Correction Plan Due 5/28/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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)(l) 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 Sunny Day Childcare And Preschool Inc.		Provider Number / Facility ID Number 8000561238 / 003 - 1015713		
Address - Facility (Street, City, State, Zip Code) 1932 Godfrey Dr Waupaca WI 549817908		Telephone Number 715-258-7901	Date - Regulation Visit 5/14/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(4)(a) Staff Orientation - Develop, Implement, Document Description: 3 staff members did not have their orientation completed within their first week of hire	Staff will have their orientation completed within 1 week of employment.	5/21/2025	
2	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: One child in the infant 1 room did not have a current updated intake (once every three months). Repeat violation: Previously cited on 9/11/2023	Intakes will be updated by parents at least once every three months.	5/14/2025	

NAME - Agency Worker
Jessica Farah, Jill Kellner

Date Issued
5/14/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Ronda J. Healy

May 21st 2025