Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
9/9/2026		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
Family Friends Child Care Center	4000578614 / 001 - 430395

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
3605 Willow Rd Green Bay WI 543118236	920-680-9155	8/26/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(1)(a) **Licensed Capacity** Description: Based on observation on 8/26/26, the center is licensed for 8 children and there was 9 children signed in care.	There will only be 8 children present at the center at any one time. *see reverse	8/31/2026	
2	250.04(6)(a) **Child Record - Maintenance, Availability** Description: Based on record review on 8/26/26, child 7, 8 and 9 did not have a file to review.	Child 7,8,9 were the provider's grandchildren. If they are present again during a day care day, a file will be created and current for them.	9/25/2026	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	250.05(3)(e)2. **Provider Training - Current Cpr Certificate** Description: Based on record review on 8/26/26, staff A did not have a current cardiopulmonary resuscitation training.	Staff A (provider's spouse) will renew CPR training	10/30/2026	
4	250.05(3)(fm) **Biennial Training - Child Abuse & Neglect** Description: Based on record review on 8/26/26, staff A did not have a current child abuse and neglect training.	Staff A (provider's spouse) will renew child abuse and neglect training.	10/30/2026	
5	250.06(2)(n)5. **Radon - Continuous Testing** Description: Based on record review on 8/26/26, the center failed to have a current radon test. The last radon test was completed in September 2023.	Radon is being tested next week (9/14-18). Results will be mailed in and expected back within 2 weeks. *See reverse.	10/30/2026	

NAME - Agency Worker
Dao Xiong

Date Issued
8/26/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Sharon M. Pflueger

Date Signed
9/10/2026

Licensed Capacity – Correction Plan – Additional Information

1. Provider's school age grandchildren were visiting the week before school started and were present during the day care day. Provider thought that this would be ok given their ages and the new rule regarding having 12 children in Family Child Care. It was explained that though they were all appropriate ages, square foot calculations and paperwork must be filled out before a provider can have more than 8 children at one time. Going forward, there will be no more than 8 children in care at one time.

5. Provider tested for radon in October of 2025 using test kits obtained from A1 Radon in Green Bay, WI, and saved documentation of the tests. Results were within limits, so no further work was done. After meeting with licensing agent, we have learned that a test needs to be sent in to a lab for confirmation and a certificate received/filed. Retesting September 2026.