

Date Correction Plan Due 8/25/2025	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)(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 Camp Josten		Provider Number / Facility ID Number 0000586210 / 002 - 1016039		
Address - Facility (Street, City, State, Zip Code) 2280 Town Hall Rd Bellevue WI 54311		Telephone Number 920-366-8390	Date - Regulation Visit 8/11/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	252.41(4)(a)2. Child Record - Emergency Medical Consent Description: Child #2 on the child record checklist failed to have emergency medical consent on file.	Communicate with parents or guardians that in order for their child to attend camp. The necessary Emergency Medical Consent form needs to be submitted prior. If paperwork fails to be submitted, their child can not attend until I receive that form. Staff will check that all paperwork is completed prior to camp.	Immediately	
2	252.41(4)(a)4. Child Record - Field Trip Authorization Description: Child #2 on the child record checklist failed to have field trip authorization consent prior to going on field trips.	Communicate with parents or guardians that in order for their child to attend camp. The necessary Field Trip Authorization form needs to be submitted prior. If paperwork fails to be submitted, their child can not attend until I receive that form. Staff will check that all paperwork is completed prior to camp.	Immediately	

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3	252.41(4)(a)6. Child Record - Health History Description: Child #2 on the child record checklist failed to have health history information on file.	Communicate with parents or guardians that in order for their child to attend camp. The necessary Healthy History needs to be submitted prior. If paperwork fails to be submitted, their child can not attend until I receive that form. Staff will check that all paperwork is completed prior to camp.	Immediately	
4	252.41(4)(a)6m. Child Record - Immunization History Description: Child #2 on the child record checklist failed to have immunization history on file.	Communicate with parents or guardians that in order for their child to attend camp. The necessary Immunization History form needs to be submitted prior. If paperwork fails to be submitted, their child can not attend until I receive that form. Staff will check that all paperwork is completed prior to camp.	Immediately	
5	252.41(4)(a)7. Child Record - Alternate Arrival / Release Agreement Description: Child #2 on the child record checklist failed to have an alternate arrival/release agreement on file.	Communicate with parents or guardians that in order for their child to attend camp. The necessary Alternative Arrival/ Release form needs to be submitted prior. If paperwork fails to be submitted, their child can not attend until I receive that form. Staff will check that all paperwork is completed prior to camp.	Immediately	

NAME - Agency Worker
Gina Linssen

Date Issued
8/11/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
08/26/25

