

Date Correction Plan Due 6/22/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-361-7700
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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 Shining Stars Child Care		Provider Number / Facility ID Number 3000587693 / 002 - 2003172		
Address - Facility (Street, City, State, Zip Code) 1017 Laurel St Marshfield WI 544491770		Telephone Number 715-898-2220	Date - Regulation Visit 5/29/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)1. Staff Record - Personal Information Description: Staff E and Staff I did not have a staff record form in their file.	Staff will complete staff record form and placed in file	6/29/26	
2	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Staff D, Staff H, and Staff I did not have a staff health report in their file.	Staff will complete by July 15th and have on file	7/15/26	

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3	251.05(2)(a)8. Staff Record - Orientation Description: Staff D, Staff E, Staff F, and Staff H did not have documentation of orientation in their file.	Staff have completed and placed in file	6/29/26	
4	251.05(3)(c) Cardiopulmonary Resuscitation Training Description: Staff D, Staff E, Staff G, and Staff I did not have documentation of current Infant/Child CPR in their file.	Staff will complete and placed in their file	6/29/26	
5	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Staff A, Staff H, and Staff I did not have documentation of current Child Abuse and Neglect training on file. Repeat violation: Previously cited on 4/30/2025	Staff have completed and placed in their file	completed 6/15/26	
6	251.06(9)(c)3m. Food Preparation Location Requirements Description: Per conversation with staff, some meals were being prepared off-site and sent to the center to be warmed up and served for lunch.	This will not happen again. Staff will not prepare off site and bring to childcare	5/29/26	

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7	251.06(9)(d)2.a. Food Storage - Dry Food Description: Dry food items were not stored in bags with zip-type closure or metal, glass, or food grade plastic containers with tight-fitting covers. Repeat violation: Previously cited on 4/30/2025	All dry foods have been placed in zip lock bags.	6/26/26	
8	251.07(6)(f)1.a. Medication Administration - Parent Authorization Description: An Epi-Pen on site did not have a parent authorization. Repeat violation: Previously cited on 11/20/2025, 4/30/2025	A correct authorization was from the parent has been completed & is on file 6/26/26	6/26/26	
9	251.07(6)(f)5. Medication Administration - As Labeled & Authorized Description: There was an albuterol inhaler on site that expired in 02/2026 but was also administered to the child on 04/22/2026. Repeat violation: Previously cited on 11/20/2025, 4/30/2025	Staff has been reminded to check expiration dates and ^{not} use expired meds. 6/26/26	6/26/26	
10	251.07(6)(f)6. Current Authorizations For Medications On Premises Description: An Albuterol Inhaler was on site and the authorization and medication were expired as of 02/2026. Repeat violation: Previously cited on 11/20/2025, 4/30/2025	Staff was reminded not to use expired meds & send them home 6/26/26	6/26/26	

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11	251.09(1)(L) Infant & Toddler - Soft Materials In Cribs Description: Per observation, and infant was sleeping in their crib with a bib on. Repeat violation: Previously cited on 11/20/2025	Staff have all been reminded this is not okay. In addition no soft materials are <u>not</u> ever allowed in cribs.	6/11/2026

★ There was confusion with E-mail correspondence. ★
Solution was complete.

NAME - Agency Worker
Amanda Foley, Bonnie Davis

Date Issued
6/8/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Deborah R Decker

Date Signed

6/29/2026