

Date Correction Plan Due 5/12/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	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.

<b>Name - Certified Operator / Licensed Center</b>		<b>Provider Number / Facility ID Number</b>	
Little Hands Child Care		1000571541 / 002 - 1006181	
<b>Address - Facility (Street, City, State, Zip Code)</b>		<b>Telephone Number</b>	<b>Date - Regulation Visit</b>
1274 Hwy 175 Hubertus WI 53033		262-628-7682	4/22/2025
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>
1	251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: Based upon review on April 22, 2025, Staff Member C of the Staff Record Checklist did not have a current certificate of completion on file for infant and child CPR and AED, as it expired in February 2024.  Repeat violation: Previously cited on 3/15/2024	Teacher will complete training	5/30
2	251.05(3)(gr)3.a. <b>Meal Prep Personnel - Training</b>  Description: Based upon review on April 22, 2025, Staff Member A of the Staff Record Checklist did not have one hour of training in kitchen sanitation, food handling or nutrition in 2024.	Teacher will complete training	5/30

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
			Verification Date

NAME - Agency Worker  
Jamie Brandt

Date Issued  
4/28/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

*Mechelle J. Tutty*

Date Signed  
5/5/25