

Date Correction Plan Due 4/22/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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 St. John's Child Development Center		Provider Number / Facility ID Number 2000572872 / 001 - 1004992		
Address - Facility (Street, City, State, Zip Code) 426 W Emmett St Portage WI 53901		Telephone Number 608-742-9000	Date - Regulation Visit 4/7/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)2. Staff Record - Completed Background Check Description: A staff 1 and 2 did not complete a background that indicated that the individual was eligible to care for children prior to assumed their position.	<i>Reviewed - read - and new background checks in process for both. Used - protect my ministry D.D. for background for cook + staff 1 from other center.</i>	4-22-24	
2	251.06(2)(d) Access To Materials Potentially Harmful To Children Description: Potentially harmful materials were accessible to children when cleaning products were stored in an unlocked cabinets at the Red Room bathroom. Repeat violation: Previously cited on 4/19/2024	<i>Lock on cabinet is fine just was not engaged correctly OK D.D. ✓</i>	4-9-2024	

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426 W Emmett St Portage WI 53901		608-742-9000	4/7/2025
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3 251.06(9)(g)1.b. Meal Preparation Staff - Clothing, Hair Restraints Description: The kitchen helper did not wear an effective hair restraint while she was preparing the meal.	<i>Reviewed with Cook. not a practice she does - hair nets or hat worn. warning given. ✓ DD</i>	<i>4/7/2025</i>	
4 251.07(6)(dm)2. Medical Log - Pages & Entries Description: The Red Room medical logbook had pages ripped from it.	<i>Blank pages torn out. Replaced with new one. (log book) ✓ DD</i>	<i>4/9/2025</i>	

NAME - Agency Worker
Luzdarys Marquez

Date Issued
4/7/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Diana C. Rasmussen

Date Signed

4-9-2025