

Date Correction Plan Due 8/9/2024	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 Woodson Ymca Child Development Ctr		Provider Number / Facility ID Number 3000557803 / 003 - 620338		
Address - Facility (Street, City, State, Zip Code) 707 N 3Rd St Wausau WI 544034703		Telephone Number 715-841-1825	Date - Regulation Visit 7/23/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)7. Staff Record - Continuing Education Description: Staff B and D do not have documentation that the required hours for 2023 were completed in 2023.	Review Continuing Education guidelines with staff and conduct Continuing Education checks every month. Written communication with be provided on the number of hours that are still needed.	8/2/24	
2	251.05(3)(g)2. Assistant Child Care Teacher - Qualifications Description: Staff B did not complete the required qualifications within six months of assuming the position of assistant teacher.	Leadership will check in with future employees every 30 days to discuss completion of books during the 6 month time frame.	8/9/24	

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3	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Child 1 and 2 did not have documentation that changes in development and routines have been updated every 3 months as required.	Director reviewed Intake form requirements and policies with staff. Staff signed off acknowledging. Leadership is also requiring staff to provide updated copies to be kept on file in the office.	8/2/24

NAME - Agency Worker
Kirsten Kronberger

Date Issued
7/26/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

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Date Signed
7/30/2024