

<b>Date Correction Plan Due</b> 12/3/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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> St Mary's Hosp Early Childhood Ctr	<b>Provider Number / Facility ID Number</b> 8000560148 / 001 - 420049
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<b>Address - Facility (Street, City, State, Zip Code)</b> 1725 Dousman St Green Bay WI 54303	<b>Telephone Number</b> 920-498-4399	<b>Date - Regulation Visit</b> 6/3/2025
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	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.055(1)(a) <b>Supervision Of Children</b>  Description: On May 7, 2025, child care workers failed to supervise a 15-month-old child when the child stepped away, unseen, from the group on their way to another classroom. The child entered the gym area where they remained alone and unsupervised. The child was alone approximately 24 minutes before being found by their parent during pick-up time. The above violation is the result of a self-reported incident as required by the department.  Order Issued.	Corrective action was followed for the teachers involved based on HSHS guidelines.  All doors are kept closed unless children and a teacher are in the room/space.	5/23/25	

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	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>
2	<p>251.055(1)(f) <b>Child Tracking Procedure</b></p> <p>Description: On May 7, 2025, child care workers failed to implement the centers name to face tracking procedure when combining classrooms/reaching their destination and adding their children to the class roster and/or wipe board of the new classroom. These failures resulted in a 15-month-old child's whereabouts to be unknown to the assigned workers.</p> <p>The above violation is the result of a self-reported incident as required by the department.</p> <p>Order Issued.</p>	<p>Reeducated all staff on the importance of counting and doing roll call when transitioning children to different spaces.</p> <p>Reeducated all staff on the importance of adding children's names to the new room's roster communication sheet and wipe off board.</p>	5/23/25

NAME - Agency Worker  
Ruth Sprangers

Date Issued  
11/20/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

*Christina Schultz*

Date Signed  
11-25-25