

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
608-422-6765

Date Correction Plan Due
2/26/2025

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)(f), 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		Provider Number / Facility ID Number		
Cap Care		7000584737 / 001 - 1014363		
Address - Facility (Street, City, State, Zip Code)		Date - Regulation Visit		
802 W Water St Cambridge WI 53523		2/11/2025		
Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.05(3)(cm) Child Abuse & Neglect - Biennial Training	Description: Staff B and D did not have a child abuse and neglect training on file	Staff B and D have updated and completed the most current Abuse and Neglect training. All other staff have been checked and updated and the correct training has been included in the onboarding training	March 2025	
2 251.07(6)(dm)4. Medical Log - Reviewing Injury Records	Description: Medical logs were not reviewed every 6 months by the director or director designee.	All medical log books have been reviewed and a schedule has been put in place for lead teachers to assist in reviewing log books for their rooms on a regular basis.	March 2025	

NAME - Agency Worker
Michelle Garcia

Date Issued
2/12/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
3/25/25