

Date Correction Plan Due 4/10/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
--	--	---

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 Willow Creek Learning Center Inc		Provider Number / Facility ID Number 5000588465 / 001 - 2002271		
Address - Facility (Street, City, State, Zip Code) N79w14845 Homestead Dr Menomonee Falls WI 530517338		Telephone Number 262-250-1455	Date - Regulation Visit 3/21/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.06(2)(d) Access To Materials Potentially Harmful To Children Description: The cleaning product Oxyclean was accessible in an unlocked cupboard under the sink in the sea turtle room. Corrected during the visit. Repeat violation: Previously cited on 5/17/2022	Cleaning products have been moved to a high cabinet out of reach of the children	3.22.24	
2	251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: Four bottles in the Angelfish room were not dated. Repeat violation: Previously cited on 8/24/2023, 5/17/2022	The lead teacher talked to the parents, checks bottles every morning and will date them as needed.	3.25.24	

Name - Certified Operator / Licensed Center Willow Creek Learning Center Inc		Provider Number / Facility ID Number 5000588465 / 001 - 2002271	
Address - Facility (Street, City, State, Zip Code) N79w14845 Homestead Dr Menomonee Falls WI 530517338		Telephone Number 262-250-1455	Date - Regulation Visit 3/21/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date

NAME - Agency Worker
Cindy Matuszak

Date Issued
3/26/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Jenny Michalsch

Date Signed

3-26-24