

Date Correction Plan Due 8/26/2025	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 Tiny Town Daycare And Preschool		Provider Number / Facility ID Number 2000591082 / 001 - 2006244		
Address - Facility (Street, City, State, Zip Code) 2308 W 5Th Ave Brodhead WI 535202027		Telephone Number 608-897-9262	Date - Regulation Visit 8/7/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: The director or the director's designee did not review the medical log book every 6 months as required when log books in two classrooms had review dates of September 2024 and December 2024.	<i>set reminder to review Book every 3-6 months. Make sure to sign / date & review (every item) in incident Book in every classroom & if needed note trained / reviewed w/ staff</i>	<i>8/7/25</i>	

Received
State of Wisconsin


AUG 29 2025

DCF DECE BECF
SOUTHERN
REGIONAL OFFICE

NAME - Agency Worker
Sara Bossingham Obrien

Date Issued
8/12/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed
8/12/25