STATE OF WISCONSIN

DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

Date Correction Plan Due 1/6/2026	**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**	**TO FILE A COMPLAINT CALL** 715-930-1148

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 Emily's Little Treasure's Llc		**Provider Number / Facility ID Number** 6000591236 / 001 - 2006411	
Address - Facility (Street, City, State, Zip Code) W11315 463Rd Ave Prescott WI 540217711	**Telephone Number** 651-788-0759	**Date - Regulation Visit** 3/17/2025	
	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date** / **Verification Date**
1	250.04(6)(a)3. **Child Record - Alternate Arrival / Release Agreement** Description: Child # 4's record was missing a written agreement, such as Alternate Arrival and Release form, signed by the parent, outlining the plan for a child to come to or from the center via school bus.	I filled out the form for my daughter for Preschool	3/25
2	250.04(6)(a)4.a. **Child Record - Physical Exam - Under 2** Description: Child # 5 was missing documentation of having received a follow up health examination within the past 6 months. The most recent health exam report available for review was dated 04/12/24.	Contacted mom about Dr.s exam	4/25

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3 250.04(6)(b) **Current, Accurate Daily Attendance Record** Description: The attendance was not current and accurate when eight children were in care and one of the children was not signed in on the attendance record. The provider immediately signed the child in upon realizing the oversight. Repeat violation: Previously cited on 5/12/2023	I am being more cautious of making sure all 5 kids are checked in when they arrive	~~[illegible]~~ Right away 3/25	
4 250.05(3)(fm) **Biennial Training - Child Abuse & Neglect** Description: There was not documentation of Staff A having received training at least every two years in child abuse and neglect laws, how to identify children who have been abused or neglected, and the procedure for ensuring that all known or suspected cases of child abuse or neglect are immediately reported to the proper authorities.	I made sure to get it done right away	3/25	
5 250.05(4)(c)1. **Continuing Education - Requirement & Training Topics** Description: Documentation of the provider having completed at least 15 hours of continuing education for 2024 could not be located at the time of the monitoring visit.	I have looked into this. I'm not sure what happened. I think I found it or finished classes to be up to date	4/25	

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6 250.055(2)(b) **Maximum Number Of Children In Care Of The Provider** Description: The maximum number of children that one provider may care for according to Table DCF 250.55 was exceeded on 03/17/25.	I filled out an exemption form to hopefully be approved to be 1 over with my daughter on non-school days	3/25	

NAME - Agency Worker
April Callihan

Date Issued
12/23/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Emily Hare

Date Signed
1/6/26