Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
6/10/2026		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		Provider Number / Facility ID Number
Little Explorers Early Learning Community		2000 93022 / 001 - 2008103
Address - Facility (Street, City, State, Zip Code)	**Telephone Number**	**Date - Regulation Visit**
2829 County Highway I 1A Chippewa Fls WI 547292678	715-595-3078	4/30/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)1. **Child Record - Enrollment Information** Description: The enrollment information for Child #7 was incomplete. The child's enrollment form did not have information on persons authorized to call for or receive the child, emergency contact, and physician/medical contact.	The mother for Child #7 enrollment information was given to her immediately as is an employee for us. It was completed fully and correctly.	5/1/2026	
2	251.04(6)(a)2. **Child Record - Emergency Medical Consent** Description: On the child enrollment form for Child #7, the parent did not complete the authorization for the center to provide emergency medical care treatment.	Child enrollment form for child #7 was given to the mother immediately as she is an employee for us. She finished completing the form out correctly.	5/1/2026	

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3	251.04(6)(a)8.a. **Child Record - Physical Exam - Under 2** Description: The center did not have a Child Health Report form for Child #7. The Child Health Report form is used for obtaining the child's last health examination by a physician, and this form must be completed by the child's physician.	The mother of Child #7 has been informed about this issue to get the Heath Report Form completed. Child #7 has not been present from 5/15/2026 until possibly the fall 9/1/2026. The applicable issue will be obtained before they are present again.	9/1/2026	
4	251.05(2)(a)1. **Staff Record - Personal Information** Description: The Staff Record Form was incomplete for Staff A and Staff B.	Staff record forms for Staff A and Staff B have been completed.	5/6/2026	
5	251.05(2)(a)3.a. **Staff Record - Physical Examination** Description: The Staff Health Report form for Staff A was incomplete. Center did not have a Staff Health Report for Staff C and Staff D. Requirement: A report on a physical examination that was completed not more than 12 months prior to nor more than 30 days after the person was hired.	Staff A has a scheduled doctor's appointment (For the month of June) and will have their health report updated and on file as soon as possible. Staff C has gone to the doctor and has returned her completed Heath Report Form. Staff D has been informed about this issue to get the health report form completed. Staff D has not been present since 5/15/2026 and will possibly return in the fall on 9/1/2026. The applicable issue will be obtained before Staff A Staff D is present again.	6/12/2026 6/1/2026 9/1/2026	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
6	251.05(2)(a)4.a. **Staff Record - Registry Certificate** Description: The center's staff file did not have a copy of a Registry Certificate for the child care teacher, Staff C. The staff have been working in this position beyond 6 months.	Staff C has been working with us since 12/3/2025. The center is in the process of obtaining a copy of the Registry Certificate for the childcare teacher and will have it on file as soon as possible.	6/12/2026	
7	251.05(2)(a)4.d. **Staff Record - Educational Qualifications** Description: The center's staff file for Staff D did not have documentation to show that the staff have completed the trainings required to work as a child care teacher.	Staff D has been informed about this issue to get the documentation showing the completed training required to work as a childcare teacher. Staff D has not been present since 5/15/2026 and will possibly return in the fall on 9/1/2026. The applicable issue will be obtained before they are present again.	9/1/2026	
8	251.05(2)(a)5. **Staff Record - High School Diploma** Description: The center's staff file for Staff D did not have documentation to show that the staff have completed high school or its equivalent.	Staff D has been informed about this issue as we requested the documentation from them. Staff D has not been present since 5/15/2026 and will possibly return in the fall on 9/1/2026. The applicable issue will be obtained before they are present again.	9/1/2026	

9	251.05(2)(a)8. **Staff Record - Orientation** Description: The center's staff file for Staff B did not have documentation to show that the staff have received an orientation within the first week of working at the center.	The center has completed the documentation staff orientation form with Staff B and is on file.	5/8/2026	

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	Rule/Statute Number Noncompliance Statement	**Correction Plan**	**Expected Completion Date**	**Verification Date**
10	251.05(3)(b) **Abusive Head Trauma Prevention Training** Description: The center's staff record file for Staff B and Staff C did not have documentation of completing AHT(Abusive Head Trauma) training prior to working with the child care children.	The center has been in the process of obtaining the Abusive Head Trauma Prevention Training certificates for Staff B and Staff C. They have shown proof of completing the course, will have the certificates printed and on file as soon as possible.	6/12/2026	

NAME - Agency Worker
Sou Yang

Date Issued
5/27/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
6-9-26