INSTRUCTIONS FOR COMPLETING THE CORRECTION PLAN SECTION OF THE NONCOMPLIANCE STATEMENT AND CORRECTION PLAN (DCF-F-CFS294)

I have attached the Noncompliance Statement and Correction Plan (DCF-F-CFS294) dated March 12, 2026 . Please complete this form as follows:

1. In the column titled "Correction Plan," indicate how you intend to correct each noncompliance listed on the form and outline the steps you will take to prevent future violation of the same rule. If you need more space than is provided on the form, attach additional pages and identify the item number to which the correction plan is related. Because completed and approved correction plans will be scanned and linked to the Regulated Child Care and YoungStar Public Search internet site, which shows each provider's violations, please note the following when writing your correction plan:
   - Do not include confidential information, including the names of children and staff.
   - Write in concise, plain English.
   - Be specific when describing what you have done or intend to do to correct each violation. Non-specific statements such as "It will be fixed", "Done", "Will do", "Don't agree" or "This won't happen again" do not provide the reader with any understanding of how the violation has been corrected or how you plan to prevent the violation from occurring again.
   - Be objective, factual and descriptive. The plan should not include derogatory comments, profanity or subjective observations, such as "The licensing specialist doesn't like me."

2. For each noncompliance, enter the date (month, day, year) by which you expect the correction plan to be completed.

3. Sign and date the form. Retain a copy for your records.

4. **Return the completed and signed form to the department by the due date that appears at the top left of the form via:**
   - **Email:** luzdarys.marquez@wisconsin.gov **or**
   - **Fax:** (608) 422-6766 **or**
   - **Mail:** DEPARTMENT OF CHILDREN AND FAMILIES
     BUREAU OF EARLY CARE REGULATION
     SOUTHERN REGION
     PO BOX 8947

     MADISON, WI 537088947

If the correction plan and the completion dates are acceptable, the form will be linked to the Regulated Child Care and YoungStar Public Search internet site. If the correction plan or the expected completion dates are not acceptable, you will be contacted in writing or by telephone.

You are required to post a copy of the Noncompliance Statement and Correction Plan (DCF-F-CFS294) in a conspicuous area near the license so that it is visible to parents. This copy must remain posted until all noncompliances have been verified as corrected and the next DCF-F-CFS294 or DCF-F-CFS785 (Compliance Statement) has been issued. Note: If applicable, do not post the Staff and Child Identification Key. The information on the key is confidential and is meant for your reference only.

Please take a few minutes to complete the Department of Children and Families (DCF) customer satisfaction survey so that you can tell us about your experience. The responses we receive to the survey will be compiled and reviewed by DCF staff to help us improve our services to child care providers. The survey takes approximately 5 minutes to complete. It is voluntary and anonymous, and there is no penalty for not responding. DCF staff will not be able to tell whether or not you responded to the survey or know what responses you submitted. Please follow this link to provide your feedback: https://www.surveymonkey.com/r/LicenseFeedback. Or, if you don't have internet access, contact your licensing office and request a paper version of the survey and a prepaid reply envelope.

Contact me if you have any questions.

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
3/27/2026		608-422-6765

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
Trasnos Bilingual Child Care Center	7000593427 / 001 - 2008451

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
125 Rosewood Ave Oregon WI 535753614	608-609-2047	3/9/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(3)(i) **Report - Unknown Whereabouts Or Left Premise** Description: On 03/03/26 a child was left unattended at the playground, the incident was self-reported, two days after, on 03/05/26. El 3/3/26 un nino fue dejado sin supervisión en el parque del centro, el incidente se reportó 2 días despues, el 03/05/26.	Redactamos y enviamos el reporte el mismo día, no entendemos qué fue lo que pasó en cuanto le dimos send al correo, la próxima vez haremos una verificación al momento de enviarlo. We drafted and sent the report on the very same day; we don't understand what happened at the moment we hit "send" on the email. It didn't go thru. Next time, we will verify it was submitted.	03/09/2026	

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Address - Facility (Street, City, State, Zip Code) 125 Rosewood Ave Oregon WI 535753614	**Telephone Number** 608-609-2047	**Date - Regulation Visit** 3/9/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
2	251.055(1)(a) **Supervision Of Children** Description: A child was left at the playground for approximately 3 minutes when a staff member took the group to their classroom and was unaware that one child was still outside. The incident was self-reported. Un nino estuvo solo en el parque del centro por aproximadamente 3 minutos cuando una maestra llevo su grupo al salón de clases. La maestra no se dio cuenta que todavía quedaba un nino afuera. El incidente fue reportado por el centro.	Se hizo un recordatprio a las maestras de que se debe contar y recontar el número de niños, al salir, durante el tiempo de juegos, al entrar e incluso dentro del salón de clases. The teachers were reminded that they must count and recount the number of children—upon leaving, during playtime, upon entering, and even inside the classroom.	03/12/2026	
3	251.055(1)(f) **Child Tracking Procedure** Description: Staff members admitted failing to adhere to the center's child tracking procedure to ensure that the number, names, and whereabouts of children in care at all times when they were not aware that a child was left at the playground for approximately 3 minutes. Los miembros del personal admitieron no haber cumplido con el procedimiento de seguimiento de los ninos para garantizar que el número, los nombres y el paradero de los ninos bajo su cuidado se conozca en todo momento cuando ellas no sabían que un nino fue dejado en el parque del centro por aproximadamente 3 minutos.	Se repasó el procedimiento de conteo de los niños y la importancia del conocimiento del paradero de cada niño bajo nuestro cuidado, también se dió una warning a las dos maestras. The procedure for counting the children was reviewed, along with the importance of knowing the whereabouts of every child under our care; a warning was also issued to the two teachers.	03/12/2026	

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	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date**	**Verification Date**
4	251.07(6)(dm)3.b. **Medical Log - Injury In Care** Description: Staff members failed to record two incidents that happened to children while in care. Los miembros del personal no registraron dos incidentes que le ocurrieron a unos ninos mientras estaban bajo su cuidado	Se recalcó a las dos maestras que cada incidente debe ser registrado en el libro de incidentes immediatemente que suceden. It was emphasized to the two teachers that every incident must be recorded in the incident log immediately after it occurs.	03/12/2026	
5	251.07(6)(i)6. **Hand Washing Outdoors & On Field Trips** Description: The hands of children and staff were not wiped or sanitized after cleaning children's runny noses. Las manos de los ninos y los empleados no fueron limpiadas o desinfectadas despues de limpiar la nariz de los ninos.	Se recordó a la maestra que se debe lavar las manos de los niños y también sus propias manos después de limpiar cada la nariz de los niños. The teacher was reminded that she must wash the children's hands, as well as her own, after cleaning each child's nose.	03/12/2026	

NAME - Agency Worker
Luzdarys Marquez

Date Issued
3/12/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
03/31/2026