

Date Correction Plan Due 9/4/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-361-7700
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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 Wausau Child Care West Side Ctr		Provider Number / Facility ID Number 0000557000 / 001 - 620079		
Address - Facility (Street, City, State, Zip Code) 505 N 28Th Ave Wausau WI 544014104		Telephone Number 715-848-1436	Date - Regulation Visit 8/5/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(a) Supervision Of Children Description: Child 1 was left alone and unsupervised in the bathroom for approximately one minute.	Review with staff at our Sept. Staff Mtg about the importance of sight & sound supervision. Role play with staff how to properly watch count during bathrooming. Provide a laminated Bathroom supervision counts sheet on bathroom door as a tool.		
2	251.055(1)(f) Child Tracking Procedure Description: Per self report, Teacher A did not follow child tracking procedures as Child 1 was left the bathroom by himself while the rest of the group transitioned back to the classroom. Staff were unaware the child was in the bathroom until he was returned by center staff. Repeat violation: Previously cited on 4/3/2026	Review with staff at our Sept. Staff Mtg about the importance of our lanyard face-to-face recognition procedures. Do more role playing for times of child tracking situations. we will also manually check our face cards with each child, each time as we leave the bathroom		

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NAME - Agency Worker
Bonnie Davis

Date Issued
8/21/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Joann Klement

Date Signed
9/4/26