

Date Correction Plan Due 11/8/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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 Wipamen Ker 'Da Head Start Center		Provider Number / Facility ID Number 1000556721 / 006 - 420077	
Address - Facility (Street, City, State, Zip Code) W17634 Radke Rd Wittenberg WI 544995100		Telephone Number 715-253-3826	Date - Regulation Visit 10/22/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	251.08(4)(c)1. Driver Record - Obtain & Review Description: Staff member B on the staff record checklist failed to have a current driving record on file.	<i>It is unclear what is happening w/ this. Each year the driving records are ordered and each year, while it does take some time to get them, it has certainly never taken this long. Those ordered this year have still not arrived. We are unsure the glitch, but as soon as they arrive they will be forwarded to you, the center for files & retained @ the central office as well. w/ that I do not have a date to put in the expected completion date.</i>	

NAME - Agency Worker
Gina Linsen

Date Issued
10/25/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

10/29/24