

3/10/2026
TO FILE A COMPLAINT CALL
262-446-7800

Date Correction Plan Due 2/20/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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.

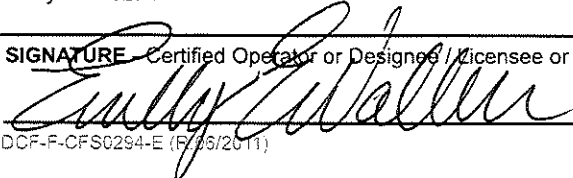
Name - Certified Operator / Licensed Center Lutheran Home Children's Center		Provider Number / Facility ID Number 2000563832 / 001 - 225107		
Address - Facility (Street, City, State, Zip Code) 7500 W North Ave Wauwatosa WI 532131717		Telephone Number 414-316-2297	Date - Regulation Visit 2/4/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(c) Cardiopulmonary Resuscitation Training Description: Staff F's CPR certificate was expired.	Staff F will begin CPR training via ProTrainings on 2/9/2026. Staff F will have work time provided to complete the training.	2/23/26	
2	251.055(1)(f) Child Tracking Procedure Description: During the visit, a staff person in the mighty saplings room did not implement a tracking system with the six children in care. A direct forfeiture was issued for this violation June 6, 2025. Repeat violation: Previously cited on 5/27/2025	Additional "classrooms" will be created in Procure that will allow teachers to sign kids out of their home rooms when they are being taken elsewhere and then signed in to the appropriate location. Additionally, the teacher who is taking children elsewhere will have a physical list of the children under their supervision.	2/5/26	

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3	251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home Description: A bottle in the small seeds room was not labeled with the child's name and dated.	Staff will check all bottles as they are dropped off by parents to ensure they are labeled and dated correctly.	2/9/26

NAME - Agency Worker
Cindy Matuszak

Date Issued
2/6/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

2/10/26