DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
9/9/2026		262-446-7800

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
Lutheran Home Children's Center	2000563832 / 001 - 225107

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
7500 W North Ave Wauwatosa WI 532131717	414-316-2297	7/30/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.09(3)(a)2m. **Infant & Toddler - Correct Food, Breastmilk, Or Formula** Description: On July 23, 2026 two infants were fed the incorrect bottle of breast milk. The bottles were labeled correctly; the staff involved did not verify the name on the bottle with the correct child prior to feeding the children. Repeat violation: Previously cited on 5/28/2026	Teachers will read the name label on all bottles out loud to another teacher and that other teacher will repeat the names so that 2 individuals are checking to ensure the correct bottles are served to the children.	7/31/26	

NAME - Agency Worker
Cindy Matuszak

Date Issued
8/26/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
9/1/26