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
10/12/2026		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	9/9/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(m) **Health, Safety & Welfare Of Children** Description The center did not ensure the health and safety of a child in care when a 23 month old child was injured after the child fell off the changing table steps. The steps were not latched into place and another child bumped the steps causing the steps to move An order was issued for this violation August 14, 2026. Repeat violation Previously cited on 6/11/2026	Staff will ensure the steps are latched in the locked open position before use. Staff will assist all children while they are climbing the steps by placing a hand on their back to guide them or by holding their hands. when the changing table steps are not in use, they will be latched closed with a child safety lock.	9/9/26	

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) 7500 W North Ave Wauwatosa WI 532131717	**Telephone Number** 414-316-2297	**Date - Regulation Visit** 9/9/2026	
	Rule/Statute Number **Noncompliance Statement**	**Correction Plan**	**Expected Completion Date** / **Verification Date**
2	251 07(3)(a)5 **Indoor Equipment - Intended Use** Description A changing table with pull out steps was not used per manufacturer instructions when the steps were not latched into place when used by a child on September 1, 2026 The steps were bumped causing the steps to move and the child to fall off the steps	All staff will ensure the steps are latched in the locked open position before use.	9/9/26

NAME - Agency Worker
Cindy Matuszak

Date Issued
9/28/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
9/29/26