

Date Correction Plan Due 6/11/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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 First Lutheran Childcare Center		Provider Number / Facility ID Number 3000556523 / 001 - 520025			
Address - Facility (Street, City, State, Zip Code) 218 County Road K New Richmond WI 54017		Telephone Number 715-246-3199	Date - Regulation Visit 5/21/2025		
	Rule/Statute Number Noncompliance Statement	Correction Plan	<table border="1"> <tr> <td data-bbox="1524 708 1770 773"> Expected Completion Date </td> <td data-bbox="1770 708 1980 773"> Verification Date </td> </tr> </table>	Expected Completion Date	Verification Date
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1	251.04(3)(i) Report - Unknown Whereabouts Or Left Premise Description: The Licensee/center failed to report to the department within 24 hours that a staff person did not know the whereabouts of a 3 year old child assigned to the worker for approximately 30 minutes on April 16, 2025 when the child was left behind in the classroom while the rest of their classroom went outside.	Report will be made to licensing and CPS within 24 hours of an incident.	<table border="1"> <tr> <td data-bbox="1524 773 1770 1122">5/30/2025</td> <td data-bbox="1770 773 1980 1122"></td> </tr> </table>	5/30/2025	
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2	251.05(2)(a)2. Staff Record - Completed Background Check Description: The center did not have documentation of a completed child care background check for Staff E that indicates the person is eligible to work in a child care program as specified in s. 48.686, Stats., and ch. DCF 13. Repeat violation: Previously cited on 12/6/2023, 11/20/2023	All staff shall have an updated background check upon hire and will re-do background check as the due date approaches.	<table border="1"> <tr> <td data-bbox="1524 1122 1770 1471">5/20/2025</td> <td data-bbox="1770 1122 1980 1471"></td> </tr> </table>	5/20/2025	
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3	<p>251.05(2)(a)3.a. Staff Record - Physical Examination</p> <p>Description: The file for Staff D did not contain documentation of a physical examination report completed within 12 months before or within 30 days after beginning work with children in care, indicating the person is free from illness detrimental to children, including tuberculosis, and physically able to work with young children.</p> <p>Repeat violation: Previously cited on 4/18/2024</p>	Staff should have completed upon hire and verified by director.	5/30/25	
4	<p>251.05(3)(c) Cardiopulmonary Resuscitation Training</p> <p>Description: Staff D was missing documentation of having maintained a current certificate of completion for infant and child cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) use from an agency approved by the Department.</p>	Verified documentation and a copy sent to licensing.	5/21/2025	
5	<p>251.05(3)(cm) Child Abuse & Neglect - Biennial Training</p> <p>Description: Staff A, D and E were missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.</p> <p>Repeat violation: Previously cited on 4/18/2024</p>	Verified documentation and a copy sent to licensing.	5/21/2025	

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6	251.055(1)(a) Supervision Of Children Description: A 3 year old child was left unsupervised in the classroom for approximately 30 minutes when her group went outside without her.	Report made to CPS and licensing to follow next steps.	6/11/2025
7	251.055(1)(f) Child Tracking Procedure Description: On 04/16/25, center tracking procedure was not followed when the staff failed to count children when the class went outside to the playground resulting in one 3 year old child being left behind in the classroom unsupervised for approximately 30 minutes.	A physical head count and name count will be done when leaving the classroom and upon return.	6/11/2025

NAME - Agency Worker
Wendy Badzinski

Date Issued
5/28/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Jessie G. Lawrence

Date Signed

6/9/2025