

Date Correction Plan Due 5/28/2025	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 Independence Head Start Center		Provider Number / Facility ID Number 9000577929 / 003 - 1000929		
Address - Facility (Street, City, State, Zip Code) 35475 Sixth St E Independence WI 54747		Telephone Number 715-985-2391	Date - Regulation Visit 4/29/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.09(1)(e) Infant & Toddler - Provider Training Description: Staff F, a regularly assigned assistant child care teacher for infants and toddlers, did not have documentation of completing a minimum of ten hours of training in infant and toddler care approved by the Department within six months after beginning to work with infants and toddlers.	1. Staff F completed the Fundamental of Infant and Toddler Care in July 2025	July 9, 2025	

NAME - Agency Worker
Jennifer Stubbe, April Callihan

Date Issued
5/14/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Thanh Bui-Duquette

Date Signed
09/30/2025