

**Date Correction Plan Due**  
3/11/2024

## NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

**TO FILE A COMPLAINT CALL**  
608-422-6765

**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**

Cubby Bear Llc

**Provider Number / Facility ID Number**  
3000589473 / 001 - 2003975

**Address - Facility (Street, City, State, Zip Code)**  
119 Monroe St Beaver Dam WI 539162436

**Telephone Number**  
920-631-7003

**Date - Regulation Visit**  
2/19/2024

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
<p>1</p> <p>251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b></p> <p>Description: A physical examination indicating that a person is free from illness detrimental to children and physically able to work with children was not complete 30 days after being hired when Staff B was hired on January 8, 2024 and does not have a physical examination report.</p>	<p>Staff member has been contacting office to have faxed to us.</p>	3/11/24	
<p>2</p> <p>251.06(4)(d) <b>Exits &amp; Passageways - Unobstructed, Minimum Width</b></p> <p>Description: The exit and exit passageway in the school age room in the lower level did not have a minimum clearance of 3 feet when it was obstructed by a stack of two chairs with boxes on top of them, and a tote in front of the exit door.</p>	<p>Exit has been cleared and cleaned and ALL staff have been advised that it needs to stay clear.</p>	2/19/24	

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3 251.07(2)(e)3.

Prohibited Actions - Physical Restraint, Restriction, Enclosure

Description: A teacher physically restrained a child when she grabbed the child around his torso with both of her hands and wrapped one of the child's arms around his torso and the other arm up around his shoulder. The teacher restricted the child's movement by holding his arms that were wrapped around his body, with her arms.

Teacher was let go immediately and all staff have been talked to about not physical restraining, restriction of children.

2/21/24

NAME - Agency Worker  
Kimberly Liebhart

Date Issued  
2/26/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

02/26/2024