

Date Correction Plan Due 2/23/2024	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 Little Foot Daycare		Provider Number / Facility ID Number 2000591492 / 001 - 2006678	
Address - Facility (Street, City, State, Zip Code) 3507 Us Highway 12 Warrens WI 546667607		Telephone Number 608-343-1751	Date - Regulation Visit 1/25/2024
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	250.04(6)(a)4.a. Child Record - Physical Exam - Under 2 Description: Each child under 2 years of age shall have an initial health examination not more than 6 months prior to nor later than 3 months after being admitted to the center, and a follow-up examination at least once every 6 months thereafter. Child #3 does not have documentation of a follow-up exam within the past 6 months.	To correct the rule I did not follow I got the parents of child #3 a copy of the Child Health Report to get that updated immediately. I also set reminders on my phone Calander for when every child's health report needs to be updated so I do not miss anyone else's reports being due and to keep everything updated.	February 2nd 2024
2	250.06(9)(j) Meals & Snacks - Records Description: Provider has not been documenting meals and snacks. Rule requires accurate records of meals and snacks served to children shall be available for review by parents and licensing representative. Written record of meals and snacks served to children must be kept for 3 months.	To correct the rule I did not follow I went and bought a notebook dedicated to all of the meals I serve the children and I will start recording all of the meals to keep accurate records for both parents and the state	January 29th 2024

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 State of Wisconsin
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Noncompliance Statement			

NAME - Agency Worker
Jennifer Stubbe

Date Issued
2/8/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Kealee Plunkett

Date Signed
02/22/2024