

Date Correction Plan Due 4/22/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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)(l) 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 St Paul Early Learning Center		Provider Number / Facility ID Number 7000592457 / 001 - 2007611		
Address - Facility (Street, City, State, Zip Code) 1530 S Main St Lake Mills WI 535519576		Telephone Number 920-648-2918	Date - Regulation Visit 4/3/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.07(4)(e) Naps Or Rest Periods - Bedding Maintenance, Storage, Cleanliness Description: Nap surfaces were not stored in a clean and sanitary manner when cots were not covered and stored in the classroom and area accessible to children.	Cover cot stack with a large sheet while not in use.	4/9/25	
2	251.07(5)(a)5 a. Menus - Post Description: Snacks being served by the center were not included in the menu.	Writing snack list on menu posted on parent board.	4/8/25	

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3	251.07(6)(dm)2. Medical Log - Pages & Entries Description: Each entry in the log was not signed or initialed by the person making the entry.	Review entries and communicate correct procedure to all staff via staff meeting and/or brightwheel message	4/14/25	

NAME - Agency Worker
Michelle Garcia

Date Issued
4/8/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Michelle Garcia

Date Signed
4/8/25
