

<b>Date Correction Plan Due</b> 2/10/2026	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 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)(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		Provider Number / Facility ID Number	
St Paul Early Learning Center		7000592457 / 001 - 2007611	
<b>Address - Facility (Street, City, State, Zip Code)</b> 1530 S Main St Lake Mills WI 535519576		<b>Telephone Number</b> 920-648-2918	<b>Date - Regulation Visit</b> 1/26/2026
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.05(2)(a)3.a. <b>Staff Record - Physical Examination</b>  Description: Staff A, B and C did not have a staff health report on file.	Staff have been given blank copies of the Health Form to submit to their providers and return to work.  Staff has taken AHT training and submitted certificate.	2/6/26	
2 251.05(3)(b) <b>Abusive Head Trauma Prevention Training</b>  Description: Staff B did not have a certificate of completion for abusive head trauma prevention on file.		1/29/26	

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Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3 251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b> Description: Staff A and B did not complete a CPR training within 3 months of starting work.	Staff members have been enrolled in online course and are completing.	2/6/26	
4 251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b> Description: Staff A and B did not have a completed training on child abuse and neglect reporting laws. Repeat violation: Previously cited on 6/30/2025	Staff members have been enrolled in online course and are completing.	2/6/26	
5 251.05(4)(a) <b>Staff Orientation - Develop, Implement, Document</b> Description: Staff C did not have an orientation on file.	Orientation form has been completed.	1/29/26	
6 251.07(5)(a)5.a. <b>Menus - Post</b> Description: Snack menu was not posted in an area visible to parents. Repeat violation: Previously cited on 4/3/2025	Menu has been posted.	1/28/26	

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<b>Rule/Statute Number</b> <b>Noncompliance Statement</b>		<b>Correction Plan</b>	
7	251.07(6)(f)6. <b>Current Authorizations For Medications On Premises</b> Description: Medication being kept in the classroom did not have a current parent authorization. In addition, one medication authorization was a blanket authorization	Authorization forms have been gathered and updated.	Expected Completion Date 1/29/26
8	251.09(3)(a)2. <b>Infant &amp; Toddler - Food &amp; Formula Brought From Home</b> Description: Food and prepared bottles being kept in the classroom not labeled with child's name and date.	Food / bottles have been labeled daily.	Expected Completion Date 1/29/26
		<b>Verification Date</b>	

**NAME - Agency Worker**  
 Michelle Garcia  
  
**SIGNATURE - Certified Operator or Designee / Licensee or Designee**

**Date Issued**  
 1/27/2026  
**Date Signed**  
 1/29/26