DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due 10/13/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL

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
University Children's Center		3000569963 / 007 - 2008515
Address - Facility (Street, City, State, Zip Code) 1478 Midway Rd Menasha WI 549521224	**Telephone Number** 920-832-2606	**Date - Regulation Visit** 9/28/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(c) **Cardiopulmonary Resuscitation Training** Description: Of 4 staff records reviewed 1 failed to have documentation of current CPR training. Training had been scheduled prior to expiring in August but was canceled for family emergency.	Staff is enrolled in the CPR + AED Training on October 3, 2026 @ CC R+R	Oct. 3, 2026	10/3/26
2	251.06(11)(b)7. **Outdoor Play Space - Enclosure** Description: Outdoor play space enclosure failed to be maintained in good repair and at the required 4 feet height. A corner area of the fencing was in need of repair.	Director put in a request to MJSD Maintenance on 9/28/26 to have the fence repaired. They plan to repair it by Friday October 9th.	Oct. 9, 2026	10/5/26

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NAME - Agency Worker
Ruth Sprangers

Date Issued
9/29/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Jessica Ogurski

Date Signed
10-5-2026