

**INSTRUCTIONS FOR COMPLETING THE CORRECTION PLAN SECTION OF THE
NONCOMPLIANCE STATEMENT AND CORRECTION PLAN (DCF-F-CFS294)**

I have attached the Noncompliance Statement and Correction Plan (DCF-F-CFS294) dated April 08, 2026. Please complete this form as follows:

1. In the column titled "Correction Plan," indicate how you intend to correct each noncompliance listed on the form and outline the steps you will take to prevent future violation of the same rule. If you need more space than is provided on the form, attach additional pages and identify the item number to which the correction plan is related. Because completed and approved correction plans will be scanned and linked to the Regulated Child Care and YoungStar Public Search internet site, which shows each provider's violations, please note the following when writing your correction plan:
 - Do not include confidential information, including the names of children and staff.
 - Write in concise, plain English.
 - Be specific when describing what you have done or intend to do to correct each violation. Non-specific statements such as "It will be fixed", "Done", "Will do", "Don't agree" or "This won't happen again" do not provide the reader with any understanding of how the violation has been corrected or how you plan to prevent the violation from occurring again.
 - Be objective, factual and descriptive. The plan should not include derogatory comments, profanity or subjective observations, such as "The licensing specialist doesn't like me."
2. For each noncompliance, enter the date (month, day, year) by which you expect the correction plan to be completed.
3. Sign and date the form. Retain a copy for your records.
4. **Return the completed and signed form to the department by the due date that appears at the top left of the form via:**
 - **Email:** tiisha.harrell@wisconsin.gov or
 - **Fax:** (262) 446-7991 or
 - **Mail:** DEPARTMENT OF CHILDREN AND FAMILIES
BUREAU OF EARLY CARE REGULATION
SOUTHEASTERN REGION
635 N 26th ST

MILWAUKEE, WI 53233

If the correction plan and the completion dates are acceptable, the form will be linked to the Regulated Child Care and YoungStar Public Search internet site. If the correction plan or the expected completion dates are not acceptable, you will be contacted in writing or by telephone.

You are required to post a copy of the Noncompliance Statement and Correction Plan (DCF-F-CFS294) in a conspicuous area near the license so that it is visible to parents. This copy must remain posted until all noncompliances have been verified as corrected and the next DCF-F-CFS294 or DCF-F-CFS785 (Compliance Statement) has been issued. Note: If applicable, do not post the Staff and Child Identification Key. The information on the key is confidential and is meant for your reference only.

Please take a few minutes to complete the Department of Children and Families (DCF) customer satisfaction survey so that you can tell us about your experience. The responses we receive to the survey will be compiled and reviewed by DCF staff to help us improve our services to child care providers. The survey takes approximately 5 minutes to complete. It is voluntary and anonymous, and there is no penalty for not responding. DCF staff will not be able to tell whether or not you responded to the survey or know what responses you submitted. Please follow this link to provide your feedback: <https://www.surveymonkey.com/r/LicenseFeedback>. Or, if you don't have internet access, contact your licensing office and request a paper version of the survey and a prepaid reply envelope.

Contact me if you have any questions.

Date Correction Plan Due 4/23/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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 Kreative Kidz Community Cc Llc	Provider Number / Facility ID Number 2000589202 / 002 - 2005511
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Address - Facility (Street, City, State, Zip Code) 6140 N 60Th St Milwaukee WI 532181602	Telephone Number 414-792-0296	Date - Regulation Visit 4/8/2026
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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.04(6)(a)1. Child Record - Enrollment Information</p> <p>Description: Documentation of complete enrollment information to include the full names of the child's parents was not observed for Child 4.</p> <p>Repeat violation: Previously cited on 5/8/2025</p>	<p>Notified Parent and updated form.</p> <p>We will begin to audit Enrollment forms before file is checked off as complete going forward</p>	6/1/26	
2	<p>251.04(6)(a)4. Child Record - Field Trip Authorization</p> <p>Description: Documentation of authorization from the parent for the child to participate in transported and walking field trips was not observed for Child 4.</p>	<p>WE will begin to audit Enrollment forms</p>	6/1/26	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.05(2)(a)3.a. Staff Record - Physical Examination Description: Documentation of a physical examination completed within 30 days of hire date was not observed for Staff A whose start date was 10/21/2024.	HAVE STAFF complete physical before start date	6/1/26	
4	251.05(2)(a)6. Staff Record - Days & Hours Worked Description: Documentation of days and hours worked, and in which classroom, when the person was included in the staff-to-child ratio was not maintained by the center when one staff was signed into the two-year old classroom but was on break and the staff in the two-year old classroom, working in ratio, was not signed in.	Train staff on signing in and out of classroom boards.	6/1/26	
5	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Documentation of current biennial training on child abuse and neglect reporting requirements was not observed for Staff B, Staff C, and Staff D. Repeat violation: Previously cited on 5/8/2025	Set reminders to complete ongoing training	6/1/26	

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6	<p>251.055(1)(f) Child Tracking Procedure</p> <p>Description: The center failed to adhere to a procedure to ensure that the number and whereabouts of children in care are known to assigned child care workers at all times when 3 children were signed into care in the School age classroom but 1 child was present.</p>	Train staff on tracking	6/15/26	
7	<p>251.06(4)(a) Fire Extinguishers - Operable, Inspected, Labeled</p> <p>Description: Fire extinguishers in the infant room and kitchen were not inspected at least once per year. The last inspection date was 2/2025.</p>	Have extinguishers tagged one month before expectation date is due	6/1/26	
8	<p>251.09(2)(bm) Infant & Toddler - Sleep Position</p> <p>Description: During the monitoring visit, 3 children under the age of one were swaddled in blankets and sleeping in swings, in the infant classroom.</p>	Train staff in infant room to have infants sleep in baby beds	6/1/26	
9	<p>251.09(3)(a)2. Infant & Toddler - Food & Formula Brought From Home</p> <p>Description: An open can of formula and an open container of Gerber Puffs were not labeled with a date, and an open can of formula was not labeled with a child's name or dated.</p>	Train staff on labeling and storage of baby food items.	6/1/26	

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NAME - Agency Worker
Tiisha Harrell, Crescenta Sabree

Date Issued
4/8/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Tiisha Harrell

4/13/2026