DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

STATE OF WISCONSIN

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
3/27/2026		715-930-1148

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 applicabl 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)(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 Schoo 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 specialis 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 completic 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 th 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 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 notice of the sanction and / or penalty and your appeal rights.

Name - Certified Operator / Licensed Center	Provider Number / Facility ID Number
All My Friends Childcare Llc	8000591298 / 001 - 2006469

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
143 N Jennifer Rae Jct N Roberts WI 540238649	715-222-9035	3/11/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)1. **Staff Record - Personal Information** Description: Staff A's file was missing a completed staff record form at the time of the licensing visit.	Staff A filled that paperwork out on 3/11/26. All new staff that come in I will double check to make sure everything is filled out correctly.	3/11/2026	

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2	251.05(2)(a)2. **Staff Record - Completed Background Check** Description: The center did not have documentation of a completed child care background check that indicates the person is eligible to work in a child care program as specified in s. 48.686, Stats., and ch. DCF 13 for staff C and D that were providing care to children on the day of the monitoring visit. Contrary to s. 48.686(4m)(c) Wis. Stats., on 08/07/24 the center received a report from the Department indicating that Staff D did not pass the final background check process and continued to employ this staff member. Staff D was providing care to children on the day of the licensing visit. Repeat violation: Previously cited on 4/22/2025, 9/10/2024, 8/20/2024	Staff D is no longer employed with AMF as of 3/20/26 Staff C got her background check done and I got the passing letter on 4/6/26. All new staff will have background checks before I allow them to be in a class-room.	4/6/26	
3	251.05(2)(a)3.a. **Staff Record - Physical Examination** Description: The file for Staff A, B, C and D did not contain documentation of a physical examination report completed within 12 months before or within 30 days after beginning work with children in care, indicating the person is free from illness detrimental to children, including tuberculosis, and physically able to work with young children.	Staff D is no longer employed at AMF as of 3/20/26. Staff A, B, C will be getting physical examination done by May 15, 2026 I will make sure all staff have physical 12 months before starting work or 30 days after start day.	Immediately	

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4	251.05(2)(a)4.a. **Staff Record - Registry Certificate** Description: Staff B and D have worked at the center for more than 6 months and were missing a certificate from The Registry documenting that the person has met the educational qualifications of the positions they hold and do not have other documentation of educational qualifications.	Staff D is no longer work for AMF as of 3/20/26. Staff B is working on getting her qualification on her registry. I will have staff print registry certificate for file.	Immediately	
5	251.05(3)(b) **Abusive Head Trauma Prevention Training** Description: Documentation of completion of Abusive Head Trauma (AHT) training was not observed in the file for staff A. AHT training is required to be completed before a child care worker begins to work with children under age 5.	Staff A will have abusive head trauma done before working with children Before I allow new staff with children I will have the new staff take the AHT training.	Immediately	
6	251.05(3)(cm) **Child Abuse & Neglect - Biennial Training** Description: Staff A, B and D were missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.	Staff D is no longer works for AMF as of 3/20/26. Staff A updated her CAN traing on 4/15/26 Staff B updater her CAN training done on 3/29/26. I will be checking to make sure all staff's CAN training is updated ever 2 years.	Immediately	

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7	251.05(3)(g)1. **Assistant Child Care Teacher - Supervision** Description: Each classroom, group of children, was not supervised by a teacher. One group of children in the infant room did not have a teacher providing supervision on 03/11/26 when an assistant teacher was providing sole supervision to this group of children - outside of the first two and the last two hours of center operations.	All assistant teacher will have a Lead teacher with them all times. No assistant will be alone in a classroom unless 2 hours into opening and 2 hours before closing and 18 years of age.	Immediately	
8	251.05(3)(gr)3.a. **Meal Prep Personnel - Training** Description: None of the staff at the center have completed at least 4 hours of training in kitchen sanitation, food handling or nutrition prior to beginning work as a meal preparation personnel as is required by rule.	all staff members that do meal preparation will be receiving training immediately.	Immediately	
9	251.05(4)(c)1. **Continuing Education Requirement - Full Time Staff** Description: Contrary to rule, Staff B, C and D did not have documentation of the yearly requirement of 15 hours of continuing education in 2025. Repeat violation: Previously cited on 4/22/2025	all Staff member will receive 15 hours of continuing education and I will be documenting it in the Files.	Immediately	

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10	251.07(6)(f)6. **Current Authorizations For Medications On Premises** Description: Two children did not have a current medication authorization on file for medicine that is on the premises. The medications expired on 03/2025, 06/2025 and 02/28/26 but the medicine was still on the premises.	All med forms have been updated & all medicines were sent home that were expired. I will be having my staff look through med forms and checking medication dates every month.	3/11/26	
11	251.09(1)(L) **Infant & Toddler - Soft Materials In Cribs** Description: Contrary to rule, during the licensing visit on 03/11/26, a cover was observed placed over a playpen. Rule states that a child under one year of age may not sleep in a playpen that contains soft or loose materials and that no blankets or other items may be hung on the sides of the playpen.	Item that was on the crib on 3/11/26 was removed on 3/11/26. No items will be on or drapt over childrens. bed.	3/11/26	

NAME - Agency Worker
Wendy Badzinski

Date Issued
3/13/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Samantha

Date Signed
4/21/26