

<b>Date Correction Plan Due</b> 9/25/2025	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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.

<b>Name - Certified Operator / Licensed Center</b>		<b>Provider Number / Facility ID Number</b>		
Encompass The Cornerstone Center		3000559973 / 006 - 1002083		
<b>Address - Facility (Street, City, State, Zip Code)</b>		<b>Telephone Number</b>	<b>Date - Regulation Visit</b>	
345 N Broadway Green Bay WI 543032701		920-436-7554	9/4/2025	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	251.04(6)(a)5. <b>Child Record - Alternate Arrival / Release Agreement</b>  Description: Of 6 Children's Records reviewed 1 failed to have documentation of an agreement.	<i>filled out with family</i>	<i>9/25</i>	
2	251.04(6)(a)8.a. <b>Child Record - Physical Exam - Under 2</b>  Description: Of 6 Children's Records reviewed 2 failed to have documentation of a current exam.  Repeat violation: Previously cited on 6/26/2024	<i>received and in files</i>	<i>9/25</i>	

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3	251.05(2)(a)8. <b>Staff Record - Orientation</b>  Description: Of 9 Staff Records reviewed 2 were missing documentation of orientation.	reviewed with staff and in files	9/25	
4	251.05(3)(c) <b>Cardiopulmonary Resuscitation Training</b>  Description: Of 9 Staff Records reviewed 4 were missing documentation of current CPR training.  Repeat violation: Previously cited on 6/26/2024, 11/29/2023	Scheduled/ completed by staff	10/9	
5	251.05(3)(cm) <b>Child Abuse &amp; Neglect - Biennial Training</b>  Description: Of 9 Staff Records reviewed 1 was missing documentation of current CAN training.	Completed by staff by 10/10	10/9	
6	251.05(3)(g)2. <b>Assistant Child Care Teacher - Qualifications</b>  Description: Of 9 Staff Records reviewed 1 was missing documentation of qualifying course completion within 6 months of hire.	Waiting on response from def.  Will enroll in courses if not met. enrolling staff in required courses	10/9	

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7	251.06(10)(f) <b>Bathroom Supplies</b>  Description: Toilet paper failed to be available, roll holders were empty in both bathroom stalls- Tiger room.	Spoke with educator about these needed supplies.	9/5	
8	251.06(9)(d)2.a. <b>Food Storage - Dry Food</b>  Description: Open dry foods failed to be stored in food grade containers- cereal was folded over and taped.	reviewed with kitchen staff	9/5	
9	251.09(1)(c) <b>Infant &amp; Toddler - Documenting Changes In Development</b>  Description: Of 6 Children's Records reviewed 1 failed to have documentation of intake updates at 3 month intervals.	reviewed with family	9/4	

NAME - Agency Worker  
Ruth Sprangers

Date Issued  
9/11/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

*Alayna Burr*

Date Signed

9/18/2025