

Date Correction Plan Due <b>7/24/2025</b>	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	TO FILE A COMPLAINT CALL 715-361-7700.
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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> Helen R Godfrey Unv Chld Lrn And Cc		<b>Provider Number / Facility ID Number</b> 4000559624 / 001 - 1004901		
<b>Address - Facility (Street, City, State, Zip Code)</b> 910 Fremont St Delzell Hall Stevens Point WI 544813105		<b>Telephone Number</b> 715-346-4370	<b>Date - Regulation Visit</b> 6/19/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(4)(a)2.c. <b>Parent Notification - Injury, Consumption Of Allergen, Incorrect Medication</b>  Description: Per staff interview and review of documentation, parents are not immediately notified of a head injury if there are no visible marks or signs of injury progression.  Repeat violation: Previously cited on 9/4/2024	No injury occurred. Upon Asst. staff interview, staff incorrectly answered how situation would be handled "if" a situation were to occur. Staff was spoken to and all staff to receive professional development & training on this.	9/5/25	
2	251.06(9)(d)1.d. <b>Food Storage - Covering Refrigerated Food</b>  Description: Carrots and shredded cheese in the refrigerator and/or freezer were not properly covered before storing.	Carrots & cheese were both in original packaging & closed/dated, packages w/o seals. Staff was spoken with & trained on storing these types of items in a ziplock.	6/23/25	

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3 251.06(9)(d)2.a. Food Storage - Dry Food  Description: Crackers were not stored in bags with zip-type closures or metal, glass or food grade plastic containers with tight-fitting covers.	Crackers were composted. All staff were trained to store dry goods (crackers) in ziplock bags as well as plastic containers when in cupboards (not prepping meals)	6/23/25	
4 251.07(6)(f)1.a. Medication Administration - Parent Authorization  Description: The parent authorization to administer for one medication in the Infant Classroom did not follow the recommendations on the product label.	Exact writing from product label was written on form. In discussion w/ licenser further, more specific info. was needed. Family updated. Staff reviewed specifics around this policy.	6/23/25	
5 251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection  Description: Per staff interview, the diaper changing surface is not being cleaned with the two-step process of soap and water followed by a disinfectant after every diaper change.  Repeat violation: Previously cited on 9/4/2024	Upon interview, Asst. staff identified using sanitizer as second step vs. disinfectant. All staff to receive training on appropriate diapering process in accordance with our accreditation.	9/5/25	

NAME - Agency Worker  
Heather Struck

Date Issued  
7/9/2025

SIGNATURE - Certified Operator or Designee / Licenser or Designee

Date Signed

7/24/2025