

Date Correction Plan Due 7/3/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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 Child Development Lab		Provider Number / Facility ID Number 4000559624 / 046 - 1015116		
Address - Facility (Street, City, State, Zip Code) 1300 Linden Dr Madison WI 537061524		Telephone Number 608-263-4579	Date - Regulation Visit 6/18/2026	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.07(6)(f)5. Medication Administration - As Labeled & Authorized Description: Medication was not administered as authorized by the parent when a staff member administered the incorrect dosage to a child. This incident was self-reported by the center.	1. A second staff member will verify the correct child, medication, dosage, route and time prior to any medication being administered. 2. Medication administration forms will be updated to reflect this additional requirement.	# 1-3 completed by 6/5/26 # 4 completed by 7/15/26	

3. All staff members will be informed of the new procedure
4. Staff training will be updated and reinforced to ensure compliance with licensing requirements and center policies

NAME - Agency Worker
Rebecca Brickson

Date Issued
6/19/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

6/23/2026