

Date Correction Plan Due 4/13/2020	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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.

Name - Certified Operator / Licensed Center Uw Oshkosh Head Start Neenah		Provider Number / Facility ID Number 4000559624 / 048 - 2003004		
Address - Facility (Street, City, State, Zip Code) 220 E Franklin Ave Neenah WI 549563029		Telephone Number 920-215-7500	Date - Regulation Visit 3/27/2020	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.055(1)(a) Close Supervision Of Children Description: On 3/9/20 a child failed to be closely supervised by child care worker when the child unknowingly exited the classroom to their hallway cubbie. The child was found by a school staff member and brought back to the room/workers.	Staff has changed the classroom routine to ensure all staff are engaged in supervision during this busy time of the day.	Immediately - 3/2020	

NAME - Certification Worker / Licensing Specialist
Ruth Sprangers

Date Issued
3/30/2020

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Lori Jafnis

Date Signed
3/31/2020