Date Correction Plan Due 8/13/2025	**NONCOMPLIANCE STATEMENT AND CORRECTION PLAN**	TO FILE A COMPLAINT CALL

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		**Provider Number / Facility ID Number**
Cardinal Kids Club		7000555857 / 002 - 2100950
Address - Facility (Street, City, State, Zip Code) S1450 Cty Rd Cc Spring Valley WI 547670249	**Telephone Number** 715-778-5551	**Date - Regulation Visit** 7/9/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(3)(b) **Abusive Head Trauma Prevention Training** Description: There was not documentation of Staff C having received training on preventing abusive head trauma. Each child care worker, center administrator, center director, volunteer counted in staff-to-child ratio, or substitute who provides care and supervision to children under 5 years of age shall document completion of department-approved training in abusive head trauma, and appropriate ways to manage crying, fussing, or distraught children prior to beginning to work with children under 5 years of age. Repeat violation: Previously cited on 10/19/2023	Staff has completed CAN Training. Developed a calendar to ensure staff are taking correct trainings.	8/14/25	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
2	251.05(3)(c) **Cardiopulmonary Resuscitation Training** Description: There was not documentation of Staff C having obtained and maintained a current certificate of completion in child cardiopulmonary resuscitation training (CPR). All employees in regular contact with children shall obtain, maintain and place in the employee's file a current certificate of completion for infant and child cardiopulmonary resuscitation (CPR) and automated external defibrillator (AED) use from an agency approved by the department within 3 months after beginning to work with children in care. Repeat violation: Previously cited on 3/12/2024, 10/19/2023	Staff has completed CPR Training. Developed calendar to ensure staff are taking correct trainings.	8/21/25	
3	251.07(6)(f)1.a. **Medication Administration - Parent Authorization** Description: There was not a current authorization to administer medication for two children's medications.	Medication was sent home. moving forward all meds will have a completed Medication Authorization form. Director will do daily checks to ensure.	8/14/25	

NAME - Agency Worker
April Callihan E. Mueller

Date Issued
7/30/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee
G. Mueller

Date Signed
8/24/26