

**NONCOMPLIANCE STATEMENT AND CORRECTION
PLAN**TO FILE A COMPLAINT CALL
920-785-7811Date Correction Plan Due
4/15/2026

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	
Lily Pad Learning Center Llc		4000589134 / 001 - 2003370	
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit
848 4Th St Fond Du Lac WI 549356700		920-926-3053	12/1/2025
Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.04(4)(a)2.b. Parent Notification - Medical Evaluation Needed Description: On March 4, 2024, the center failed to immediately notify a parent of injuries on a 6 month old child. The child had cut like mark near the child's left arm pit area and torso. The center documented a bruise observed on the child that day but omitted the other injuries. The parent was not notified of these injuries but discovered them when they arrived home. After discovering the injuries, the parent took the child to the emergency room. Repeat violation: Previously cited on 10/14/2025	cover required injury reporting Procedures for all injuries with staff	4/8/26	

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Date

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251.07(6)(dm)3.a.
Medical Log - Observation Or Evidence Of Injury

Description: On March 04, 2024, the center failed to document all injuries observed on a child under their care in their Medical Log Book. The center documented bruising observed but omitted the cut like mark on the child.

Repeat violation: Previously cited on 11/3/2025, 9/29/2025

cover required injury reporting and documenting procedures with staff

4/8/26

NAME - Agency Worker
Gloribel Tegen

Date Issued
4/1/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

4/8/26