

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
715-930-1148

Date Correction Plan Due
3/23/2026

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)(l) 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 Creative Family Childcare		Provider Number / Facility ID Number 3000590273 / 002 - 2007546	
Address - Facility (Street, City, State, Zip Code) 1608 Holley St Holmen WI 546369681		Telephone Number 920-312-2301	Date - Regulation Visit 3/3/2026
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
1	250.05(3)(fm) Biennial Training - Child Abuse & Neglect Description: The provider was missing documentation of having received training within the past two years on child abuse and neglect laws, identification, and reporting.	Take the training Set a reminder in my calendar a week before its due	3/3/2026
2	250.06(3)(b) Emergency Plans - Practice Description: There was no documentation showing that a fire drill was practiced for the month of February 2026. The provider stated the drill was practiced, but she did not document the drill. Rule requires a provider to keep written records of dates and times of the monthly drills.	Change my reminder to include tracking after we do it.	3/3/2026

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3	250.06(4)(a)3. Smoke Detectors - Testing Description: There was no documentation showing that smoke detectors were tested for February 2026. The provider stated she did check the smoke detector when the monthly fire drill was practiced, but did not document the testing. Rule requires a record to be kept of the time, date and results of the test.	Change my reminder to include tracking after we do the drill.	3/3/2026

NAME - Agency Worker
Jennifer Stubbe

Date Issued
3/9/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

3/3/2026