

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

TO FILE A COMPLAINT CALL
608-422-6765

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 262.41(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 | |
| Wisconsin Heights School Age Program Llc | | 1000590981 / 001 - 2006134 | |
| Address - Facility (Street, City, State, Zip Code) | | Telephone Number | |
| 10173 Us 14 Mazomanie WI 53560 | | 608-289-3378 | |
| Rule/Statute Number | | Correction Plan | |
| 251.05(2)(a)2. Staff Record - Completed Background Check | | due 12/10/2025 | |
| Description: Fingerprints not completed for the following individuals: Individual 001 | | <i>Employee is no longer employed so we did not complete.</i> | |
| | | Expected Completion Date | |
| | | 12/1/25 | |
| | | Verification Date | |
| | | | |

NAME - Agency Worker
Samantha Douglas

Date Issued
11/26/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

[Handwritten Signature]

Date Signed

12/1/25