

Date Correction Plan Due 12/15/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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		Provider Number / Facility ID Number		
Holly's Happy Home Childcare		3000591693 / 001 - 2006902		
Address - Facility (Street, City, State, Zip Code)		Telephone Number	Date - Regulation Visit	
3176 N 49Th St Milwaukee WI 532163202		414-629-3636	10/9/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(6)(a)4.a. Child Record - Physical Exam - Under 2 Description: An updated physical exam, completed at least once every 6 months, was not on file for Child #1. The last physical exam form was dated 2/2025.	<ul style="list-style-type: none"> • I have reviewed all rules to stay compliant with all the required items for family child care centers. • Moving forward I will stay on task by using calendar alerts and reminders. 	<ul style="list-style-type: none"> • An updated Physical form was added on 10/30/2025 	
2	250.04(6)(b) Current, Accurate Daily Attendance Record Description: The attendance was not accurate on the day of the monitoring visit. Two children were present, but not signed in.	<ul style="list-style-type: none"> • I have decided to X-out days on the attendance sheet when the center is closed. This eliminates confusion when signing children in daily. 	<ul style="list-style-type: none"> • I make sure a pen is available with the attendance sheet to sign children in present. 	

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3 250.05(2)(c) Staff File - Days, Hours Worked Description: Documentation of staff hours worked was observed incomplete. Staff A was not signed out on 10/8/25 and not signed in on 10/9/25.	Sign in and out daily as I close the center. I sign in daily as I open the center.	10/10/2025	
4 250.05(3)(e)2. Provider Training - Current Cpr Certificate Description: Staff A did not have a current infant/child CPR/AED training certificate completed by a department approved trainer.	I will stay compliant by only following department approved trainings. I completed a Red Cross approved training on 11/24/2025	11/24/2025	
5 250.05(3)(fm) Biennial Training - Child Abuse & Neglect Description: A current certificate of completion of child abuse and neglect training was not on file for Staff A. The last certificate expired 8/2025.	Completed a current certificate on 12/12/2025	12/12/25	
6 250.06(2)(c) Access To Materials Potentially Harmful To Children Description: Items labeled "keep out of reach of children" were observed accessible to children in an unlocked cabinet and under the sink in the bathroom.	Removed all items that read keep out of reach of children from Bathroom. 10/10/2025	10/10/2025	

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7	250.06(2)(e) Potential Source Of Harm On Premises Description: Sharp gardening tools and a lighter were observed in the outdoor play space. There was a bucket of water, near the greenhouse, in the outdoor play space.	Before the children arrive I make sure there is no harmful tools or trash on the premises. The area was cleaned and has been maintained. 10/10/2025	10/10/2025
8	250.06(9)(j) Meals & Snacks - Records Description: Three (3) months of written records of meals and snacks were not available for review.	I make sure to keep 3 wks of menus available for review on my clipboard with my centers attendance sheet.	12/01/2025
9	250.07(6)(b)3.b. Medical Log Book - Injuries Received In Care Description: A medical log entry did not include the time of the injury.	I make sure that the time of the injury is included when completing medical log entries.	10/10/2025

NAME - Agency Worker
Crescenta Sabree, Tiisha Harrell

Date Issued
12/1/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Janya Holly

Date Signed

12/14/2025