

<b>Date Correction Plan Due</b> 6/27/2024	<b>NONCOMPLIANCE STATEMENT AND CORRECTION PLAN</b>	<b>TO FILE A COMPLAINT CALL</b> 920-785-7811
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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.

<b>Name - Certified Operator / Licensed Center</b> Nala's Nook		<b>Provider Number / Facility ID Number</b> 0000591720 / 001 - 2006932		
<b>Address - Facility (Street, City, State, Zip Code)</b> 709 Center Ave Oostburg WI 530701434		<b>Telephone Number</b> 920-980-6578	<b>Date - Regulation Visit</b> 5/28/2024	
	<b>Rule/Statute Number Noncompliance Statement</b>	<b>Correction Plan</b>	<b>Expected Completion Date</b>	<b>Verification Date</b>
1	250.04(6)(a)1.e. <b>Child Record - Enrollment Information - Other Emergency Contact</b>  Description: Based upon record review, the child in care did not have an emergency contact listed within their file on premise.	I will do better with using the checklist to mark off each form of paperwork to make sure it is completely filled out by the guardians. Guardians were contacted and the form was filled out.	6/20/24	
2	250.04(6)(a)1.g <b>Child Record - Enrollment Information - Authorized Pickup</b>  Description: Based upon record review, a child in care didn't have documentation of the authorized persons within their file on premise.	I will do better with using the checklist to mark off each form of paperwork to make sure it is completely filled out by the guardians. Guardians were contacted and the form was filled out.	6/20/24	

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3	250.04(6)(a)1m. <b>Child Record - Health History</b>  Description: Based upon record review, a child in care did not have a health history within the file on premise.	I will do better with using the checklist to mark off each form of paperwork to make sure it is completely filled out by the guardians. Guardians were contacted and the form was filled out.	6/20/24	
4	250.04(6)(a)2. <b>Child Record - Field Trip Permission</b>  Description: Based upon record review, a child in care did not have documentation of field trip permission within the file on premise.	I will do better with using the checklist to mark off each form of paperwork to make sure it is completely filled out by the guardians. Guardians were contacted and the form was filled out.	6/20/24	
5	250.04(6)(a)3. <b>Child Record - Alternate Arrival / Release Agreement</b>  Description: Based upon record review, the child in care did not have an alternate arrival or release agreement within their file on premise.	I will do better with using the checklist to mark off each form of paperwork to make sure it is completely filled out by the guardians. Guardians were contacted and the form was filled out.	6/20/24	

**NAME** - Agency Worker  
Amanda Holz

Date Issued  
6/13/2024

**SIGNATURE** - Certified Operator or Designee / Licensee or Designee  
Brittany Reindl

Date Signed  
9/19/24