

Date Correction Plan Due 1/6/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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		
Black River Cc And Preschool		1000560621 / 001 - 520003		
Address - Facility (Street, City, State, Zip Code) 725 N 8Th St Blk River Fls WI 546158802		Telephone Number 715-284-2238	Date - Regulation Visit 11/21/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	<p>251.06(2)(d) Access To Materials Potentially Harmful To Children</p> <p>Description: Items which are labeled "keep out of reach of children" such as bottles with disinfecting spray or soap and water were observed during the monitoring visit in the Blue Room to be accessible to children.</p>	<p>Bottles will be contained in a cabinet that is locked for children.</p>	<p>11/24/2025</p>	
2	<p>251.06(9)(d)1.c. Food Storage - Cold Storage Thermometers</p> <p>Description: The freezer in the kitchen and in the infant room were not equipped with a clearly visible accurate thermometer.</p>	<p>Cold storage thermometers will be purchased and placed in freezers in a spot where they are clearly visible.</p>	<p>12/1/2025</p>	

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3	251.06(9)(f)3. Food - Leftover Prepared Food Description: Rules states food that was prepared but not served shall be dated, refrigerated promptly, and used within 36 hours, or frozen immediately for use within 6 months. There were leftovers in the fridge that were not dated. In addition, there were leftovers that were dated, but were not used within 36 hours.	Staff will ensure all leftover items are dated properly. Items that are leftover will be checked daily to ensure all items past 36 hours are disposed of.	11/24/2025
4	251.07(5)(a)4m. Meals & Snacks - Additional Portions Description: During the course of a complaint investigation, center staff admitted that there were times during the last three months where there was not enough food to serve seconds to children. Per rule, additional portions of vegetables, fruit, bread and milk shall be available for children who request seconds.	Enough food of the additional portions will be prepared and supplied to all rooms.	11/24/2025
5	251.07(5)(a)5.a. Menus - Post Description: The menu for the current week was not posted in a conspicuous place accessible to parents.	All weekly menus will be posted by sign-in and parent info area each week.	11/24/2025

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6	<p>251.07(6)(dm)4. Medical Log - Reviewing Injury Records</p> <p>Description: An inspection of the medical log book in the Blue Room revealed the log hasn't been reviewed every 6 months as required by rule.</p>	Calendar will be marked with date med logs need to be reviewed by, to make it is not missed.	11/24/2025	
7	<p>251.07(6)(f)1.a. Medication Administration - Parent Authorization</p> <p>Description: There were no parent authorizations for two children's over-the-counter medication in the Blue Room med box. Per rule, a written parent authorization is required to be on file in order for the center to administer any medication to children.</p> <p>Repeat violation: Previously cited on 1/8/2025</p>	Parent authorization forms will be placed with all over-the-counter medications in med box. Staff will ensure forms stay with medication at all times.	11/24/2025	
8	<p>251.07(6)(f)1.b. Medication Administration - Containers & Labeling</p> <p>Description: There were over-the-counter medications in the Blue Room med box that were not labeled with a child's name. Per rule, medication is required to be labeled with the child's name.</p> <p>Repeat violation: Previously cited on 1/8/2025</p>	Administration will oversee that all medications are labeled with a child's name to ensure meeting licensing guidelines.	11/24/2025	

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9	251.07(6)(f)3. Medication - Storage Description: Per rule, medication shall be stored so that it is not accessible to children. The med box in the blue room was on a low shelf in the closet accessible to children as observed during the monitoring visit.	Med box will be moved to the top shelf in the closet so that children are not able to reach it.	11/24/2025

NAME - Agency Worker
Jennifer Stubbe

Date Issued
12/23/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Mackenzie Dougherty Mackenzie Dougherty

Date Signed 1/6/2026