

Date Correction Plan Due
9/20/2024

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 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

Children's Day Center And Preschool

Provider Number / Facility ID Number
4000556684 / 001 - 120079

Address - Facility (Street, City, State, Zip Code)
525 Madison Ave Baraboo WI 53913

Telephone Number
608-356-4116

Date - Regulation Visit
7/2/2024

Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1 251.05(2)(a)6. Staff Record - Days & Hours Worked Description: The center does not maintain documentation of staff days and hours worked, and in which classroom, when the person is included in the staff-to-child ratios when covering other staff breaks in the classroom.	Start to record breaks, switching of rooms on paper until Procare is implemented Procure allows us to transfer from rooms	Started Paper signing/ out 7/3/24 Started Procure sign in/out 9/3/24	

NAME - Agency Worker
Amy Anderson

Date Issued
9/6/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Amy Anderson

Date Signed

9/13/24