DEPARTMENT OF CHILDREN AND FAMILIES
Division of Early Care and Education

MV STATE OF WISCONSIN

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
7/10/2026		715-930-1148

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
Sherri's Stay-N-Play	6000556186 / 001 - 1001525

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
3314 La Salle St Eau Claire WI 547031384	715-271-0078	6/24/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(6)(a)4. **Child Record - Physical Exam** Description: During a children's file review, it was noted that one child had an expired health exam on file (Child 6), while another (Child 1) was missing a health exam form entirely. Repeat violation: Previously cited on 11/6/2025	Jared - Cooper - July 29, 2026 Lucila - Aug. 4, 2026 I will check every month.	Done	

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2	250.04(6)(b) **Current, Accurate Daily Attendance Record** Description: Rule states "The licensee shall maintain a current, accurate written record of the daily attendance that includes the actual time of arrival and departure for each child and the child's birthdate." Contrary to rule, on the date of this visit, at 9:13 am, six children were in care but only four were signed in on the attendance record. All six had been in care for at least 15 minutes when the attendance roster was reviewed. Repeat violation: Previously cited on 6/27/2024	yes I have forgoten to sign a child in a out from time to time my plan of Correction is to always make sure I sign a child in or out as soon as a parent walks through the Door to Drop-off a pick-up	Done	
3	250.05(2)(c) **Staff File - Days, Hours Worked** Description: Rule states, in pertinent part, 'An employee's file shall contain documentation of the actual hours a provider, substitute, employee, or volunteer worked'. A review of the attendance record revealed that between June 8th - 12th and June 15th - 19th, the provider only documented her work hours on two of those 10 days. Repeat violation: Previously cited on 11/6/2025	I Will make sure I put 6Am-6pm in mon. throug Fri. for my self. Instead of putting 6Am-6pm and then a line to friday.	Done	
4	250.05(3)(fm) **Biennial Training - Child Abuse & Neglect** Description: Rule states in pertinent part, 'Prior to working with children in care and at least every 2 years thereafter, each provider shall complete Child Abuse and Neglect Training.' A review of the provider's record revealed the provider has exceeded the two year requirement and her CAN training is not current.	My licensure told me I had to take mandated reporter training. when she was here. My understanding is mandated reporter training covers both. I took mandated reporter	Done July 22 2026	

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5	250.06(2)(m) **Premises - Condition & Repair** Description: Rule states "The premises shall be well-drained, free from litter and vermin, in good repair, and maintained in a sanitary condition." During a licensing visit, there was a strong odor of pets, the carpet was dirty with small pieces of debris and stains, the kitchen floor had dark dirt marks throughout and a dried orange substance by the stove, the walls were visibly dirty with dark smudges, and the toilet had an (approximately) 1 inch dark ring (substance) around the underside of the toilet lip and the lower interior portion.	My Plan of Correction was to take everything off all the walls and scrub them, Scrub the entire Bathroom, Scrub the Kitchen and playroom, vacuum all floors, & scrub Carpets.	Done	
6	250.06(3)(b) **Emergency Plans - Practice** Description: Per rule, "The center shall practice the fire evacuation plan monthly, and the tornado plan monthly from April through October, with the children and shall document when the plans were practiced." The provider didn't have documentation to show the drills have been practiced as required. And when the provider activated the smoke alarm at the Licensor's request, the children didn't evacuate the premises, nor were they able to verbally answer what they do or where they go for fire drills. This demonstrated they were unfamiliar with evacuation procedures and the signs of a fire emergency.	I was vary difficult for the children to to tell the licenser what to Do when the smoke alarm is going off and the children are Covering their ears. My Plan of Correction is to keep Doing tornado + Fire Drills teaching them where to go and what to Do and why.	Done	

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7	250.06(4)(a)3. **Smoke Detectors - Testing** Description: Rule states "All smoke detectors shall be tested monthly, and a record shall be kept of the time, date, and results of the test." During the monitoring visit, the provider was unable to show documentation that the smoke detectors have been tested monthly.	I found my form and hung it Back on the wall. my Plan of Correction is to remember to Put it Back on the wall after I fill it out.	Done	
8	250.06(7)(a)1. **Exits - Unobstructed** Description: Rule states "All exits shall be clear of obstructions." Contrary to rule, the back exit door was blocked by a medium sized cushion/toy, approximately 2 ft x 2 ft.	my Plan of Correction is to Push the foam house aside. So it is not Blocking the Door.	Done	
9	250.09(1)(c)1. **Infant & Toddler - Information For Providing Individualized Care** Description: Rule states in pertinent part, "A provider shall use information obtained on a department-provided form (Intake for Children under 2 years) for children under 2 years of age to individualize the program of care for each child. The information shall be at the center before the child is left for care on the child's first day of attendance". Contrary to rule, the provider didn't have an Intake For Children under 2 Years form for a child who is under 2 years (Child 2) and has been in care for over 1 year at this time.	the 2 parents were given the form and have already returned them.	Done	

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Note: I really Dont understand the need for me to redo the Same noncompliance, when I did a Correction Plan for each one the first time. I have never had a licenser Send me back the Same Noncomplains becuse they didnt feel I Did it right.			

NAME - Agency Worker
Heather Ruf

Date Issued
6/24/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Sherri Stay

Date Signed
Aug. 17, 2026