

Date Correction Plan Due 11/28/2024	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 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.

Name - Certified Operator / Licensed Center Happy Hollow Learning Center		Provider Number / Facility ID Number 3000587563 / 001 - 2000884		
Address - Facility (Street, City, State, Zip Code) 1396 Patton Dr Hartford WI 530279271		Telephone Number 262-673-3005	Date - Regulation Visit 11/13/2024	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)5. Child Record - Alternate Arrival / Release Agreement Description: Based upon review on November 13, 2024, Child #1 and #2 of the Child Record Checklist did not have a current alternate arrival/release agreement on file.	had parents resign	11/13/24	
2	251.09(3)(a)2m. Infant & Toddler - Correct Food, Breastmilk, Or Formula Description: Based upon observation on November 13, 2024, several bottles of formula in the infant room were not labeled with the child's name.	Retrained staff and parents on labeling	11/13/24	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date
			Verification Date

NAME - Agency Worker
Jamie Brandt

Date Issued
11/14/2024

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Alexis Johns