

NONCOMPLIANCE STATEMENT AND CORRECTION PLAN

Date Correction Plan Due
2/13/2026

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		Provider Number / Facility ID Number	
Chestnut Children's Academy		8000591178 / 001 - 2006343	
Address - Facility (Street, City, State, Zip Code) 405 W Chestnut St Pardeeville WI 539549108		Telephone Number 608-429-8045	Date - Regulation Visit 11/6/2025
Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date
1	251.05(2)(a)3.a. Staff Record - Physical Examination Description: The center was not in compliance when no physical examination could be found on site for staff A, B or C. Repeat violation: Previously cited on 8/13/2024	Director was verified each employee has a staff health report in their file.	2/5/26
2	251.05(2)(a)4.d. Staff Record - Educational Qualifications Description: The center was not in compliance when no record of educational qualifications for individuals not required to have a registry certificate could be found on site for staff A, B and C.	Each employee is registered on the WI registry and has the necessary classes completed.	2/5/26

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Rule/Statute Number	Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	<p>251.05(2)(a)7. Staff Record - Continuing Education</p> <p>Description: The center was not in compliance when no record of required 15 hours of continuing education could be found on site for staff C.</p>	<p>Director has verified all employees CE hours and everyone is on track as they should be.</p>	2/5/26	
4	<p>251.05(3)(b) Abusive Head Trauma Prevention Training</p> <p>Description: The center was not in compliance when there was no record of abusive head trauma training on file for staff C.</p>	<p>All staff have an active certificate for AHT in their file.</p>	2/5/26	
5	<p>251.12(2)(a) Department Access To Center</p> <p>Description: The center was not in compliance when attendance records requested during an investigation were not made available for review.</p>	<p>Chair of command will have access at all times to give access to the office if the director is absent</p>	2/5/26	

NAME - Agency Worker
Robert McCooy

Date Issued
1/30/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
2/5/26