INSTRUCTIONS FOR COMPLETING THE CORRECTION PLAN SECTION OF THE NONCOMPLIANCE STATEMENT AND CORRECTION PLAN (DCF-F-CFS294)

I have attached the Noncompliance Statement and Correction Plan (DCF-F-CFS294) dated July 08, 2026 . Please complete this form as follows:

1. In the column titled "Correction Plan," indicate how you intend to correct each noncompliance listed on the form and outline the steps you will take to prevent future violation of the same rule. If you need more space than is provided on the form, attach additional pages and identify the item number to which the correction plan is related. Because completed and approved correction plans will be scanned and linked to the Regulated Child Care and YoungStar Public Search internet site, which shows each provider's violations, please note the following when writing your correction plan:
   - Do not include confidential information, including the names of children and staff.
   - Write in concise, plain English.
   - Be specific when describing what you have done or intend to do to correct each violation. Non-specific statements such as "It will be fixed", "Done", "Will do", "Don't agree" or "This won't happen again" do not provide the reader with any understanding of how the violation has been corrected or how you plan to prevent the violation from occurring again.
   - Be objective, factual and descriptive. The plan should not include derogatory comments, profanity or subjective observations, such as "The licensing specialist doesn't like me."

2. For each noncompliance, enter the date (month, day, year) by which you expect the correction plan to be completed.

3. Sign and date the form. Retain a copy for your records.

4. **Return the completed and signed form to the department by the due date that appears at the top left of the form via:**
   - **Email:** tiarra.trammell@wisconsin.gov **or**
   - **Fax:** (262) 446-7991 **or**
   - **Mail:** DEPARTMENT OF CHILDREN AND FAMILIES
     BUREAU OF EARLY CARE REGULATION
     SOUTHEASTERN REGION
     635 N 26th ST

     MILWAUKEE, WI 53233

If the correction plan and the completion dates are acceptable, the form will be linked to the Regulated Child Care and YoungStar Public Search internet site. If the correction plan or the expected completion dates are not acceptable, you will be contacted in writing or by telephone.

You are required to post a copy of the Noncompliance Statement and Correction Plan (DCF-F-CFS294) in a conspicuous area near the license so that it is visible to parents. This copy must remain posted until all noncompliances have been verified as corrected and the next DCF-F-CFS294 or DCF-F-CFS785 (Compliance Statement) has been issued. Note: If applicable, do not post the Staff and Child Identification Key. The information on the key is confidential and is meant for your reference only.

Please take a few minutes to complete the Department of Children and Families (DCF) customer satisfaction survey so that you can tell us about your experience. The responses we receive to the survey will be compiled and reviewed by DCF staff to help us improve our services to child care providers. The survey takes approximately 5 minutes to complete. It is voluntary and anonymous, and there is no penalty for not responding. DCF staff will not be able to tell whether or not you responded to the survey or know what responses you submitted. Please follow this link to provide your feedback: https://www.surveymonkey.com/r/LicenseFeedback. Or, if you don't have internet access, contact your licensing office and request a paper version of the survey and a prepaid reply envelope.

Contact me if you have any questions.

Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
7/22/2026		262-446-7800

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
Kc's Great Beginnings Llc	9000592139 / 002 - 2008708

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
6900 N 76Th St Milwaukee WI 532235004	262-278-9657	6/30/2026

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(2)(L)1.a. **Monitoring Results Posted** Description: The most recent noncompliance statement was not posted when the monitoring visit began. * was posted during the monitoring visit	Monitoring results were posted immediately. I will ensure the most recent monitoring results are posted at all times.	7/09/2026	
2	251.04(6)(a)6. **Child Record - Health History** Description: Health History and Emergency Care documentation was not available in the file for review for child #6.	The required Health History and Emergency Care form was obtained and placed in the child's file. Child files will be reviewed before enrollment and monthly thereafter.	7/09/2026	

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3	251.04(6)(a)6m. **Child Record - Immunization History** Description: Child 8 did not have Immunization documentation in the file for review at the time of the monitoring visit. Repeat violation: Previously cited on 3/27/2026	I will obtain the child's immunization documentation and maintain it in the child's file. Immunization records will be verified before enrollment and monitored monthly.	7/09/2026	
4	251.04(6)(a)8.b. **Child Record - Physical Exam - Over 2, Under 5** Description: Child 6 did not have a Child Health Report/ Physical in the file for review at the time of the monitoring visit.	The required Child Health Report/Physical has been requested and will be placed in the child's file upon receipt. A tracking log will be maintained to monitor due dates for all physical examinations.	7/09/2026	
5	251.05(2)(a)1. **Staff Record - Personal Information** Description: Staff A did not have a staff record form in the file for review at the time of the monitoring visit.	A complete staff record form has been completed and placed in the employee's personnel file. A hiring checklist will be used to verify all required documentation is completed before an employee begins work.	7/09/2026	
6	251.05(2)(a)3.a. **Staff Record - Physical Examination** Description: Staff C and Staff D did not have a staff health report in the file for review at the time of the monitoring visit. Repeat violation: Previously cited on 3/27/2026	I will obtain the required staff health reports and maintain them in each personnel file. Staff files will be reviewed regularly for compliance.	7/09/2026	

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7	251.05(3)(b) **Abusive Head Trauma Prevention Training** Description: Staff D did not have AHT documentation in the file for review at the time of the monitoring visit. Repeat violation: Previously cited on 3/27/2026	Staff has been enrolled in the required Abusive Head Trauma Prevention training. Certificates will be maintained in personnel files, and a training expiration tracker will be used to monitor compliance.	7/09/2026	
8	251.05(3)(c) **Cardiopulmonary Resuscitation Training** Description: Staff B and staff D did not have CPR documentation in the file for review at the time of the monitoring visit. A current CPR certificate was not able to be verified for staff C	Staff have been scheduled to complete CPR certification or provide current certificates for verification. CPR expiration dates will be tracked to ensure certifications remain current at all times.	7/09/2026	
9	251.05(3)(cm) **Child Abuse & Neglect - Biennial Training** Description: Biennial CAN training was not able to be verified in the files for staff B, C, and D.	I will ensure all required Child Abuse and Neglect training is completed and documentation is maintained in personnel files.	7/09/2026	
10	251.05(3)(d)1. **Administrator - Designation, Responsibilities** Description: There was not a qualified Administrator on file at the child care program at the time of the monitoring visit.	A qualified administrator has been designated and documentation has been placed in the licensing file. The center will ensure a qualified administrator remains on file at all times.	7/09/2026	

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11	251.055(1)(f) **Child Tracking Procedure** Description: Child tracking procedures were observed as not being implemented based on the attendance tracking in the 2 operating classrooms. A child signed in on the infant-toddler attendance tracking document was in the school age room. A school age child was observed in the infant room however the child was signed in on the school age attendance tracking.	Staff were retrained on child tracking procedures. Attendance will be updated immediately whenever children change classrooms.	7/09/2026	
12	251.055(2)(b) **Staff-To-Child Ratios - Minimum** Description: The infant-toddler room was over ratio during the monitoring visit. There were 4 infants, one toddler, and a school age child with one staff person.	I will ensure staffing assignments meet required ratios at all times and monitor ratios throughout the day.	7/09/2026	
13	251.06(11)(bm)3. **Outdoor Play Equipment - Construction, Condition** Description: Outdoor equipment was observed not constructed properly and laying throughout the outdoor play space.	New equipment was properly assembled. Outdoor play areas will be inspected daily.	7/09/2026	

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14	251.06(9)(f)3. **Food - Leftover Prepared Food** Description: Leftover meatballs from a previous meal were observed in a pot in the refrigerator not dated or in a food grade container.	Improperly stored food was discarded immediately. All leftover food will be stored in food-grade containers, labeled with the preparation date, and monitored daily to ensure compliance with food safety requirements.	7/09/2026	
15	251.07(1)(c) **Television As Part Of Program** Description: Children were observed playing a WWE Raw wrestling game and watching SpongeBob during the monitoring visit. Repeat violation: Previously cited on 3/12/2026	I will ensure television use complies with DCF regulations and is limited to approved educational programming.	7/09/2026	
16	251.07(5)(a)5.c. **Menus - Available For Review** Description: Previous menus were not available for review.	Previous menus were organized and retained. Menus will be maintained and available for review.	7/09/2026	
17	251.09(1)(j) **Infant & Toddler - Crib Mattresses & Coverings** Description: Two cribs and one pack N play were observed with loose fitting sheets.	Loose sheets were replaced with properly fitted sheets. Cribs will be checked daily to ensure safe sleep compliance.	7/09/2026	

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

NAME - Agency Worker
Dominica Shaw

Date Issued
7/8/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed