Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
9/8/2025		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	
Sharing Den Daycare		2000593232 / 001 - 2008271	
Address - Facility (Street, City, State, Zip Code) 206 E 5Th St Superior WI 548806825	**Telephone Number** 423-432-7060	**Date - Regulation Visit** 8/14/2025	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(6)(a)1m. **Child Record - Health History** Description: Child Health History information was not available for department review for Child 1, 2, 4, 5, or 6.	Child management software (ELV) does have all of this information for each child. It has been printed and placed in each file. Will be placed in each new file moving forward	9/8/25	
2	250.04(6)(a)4. **Child Record - Physical Exam** Description: Child Health Reports nor physical exams were available for department review for Child 1, 2, 3, 4, or 6.	Parents have been contacted and these reports have been requested with a due date of 9/12. Reminders have been set for when to request new reports.	9/12/25	

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3 250.05(2) **Staff File - Maintenance & Availability** Description: Staff files for Staff A and Staff B did not contain the required documentation for the positions that they hold. Each staff file must contain documentation of all applicable items under DCF 250.05(2).	Staff have been provided with forms to be completed and returned, then placed in staff files. The staff record checklist form is being utilized to ensure that records are complete.	9/19/25	
4 250.05(2)(b) **Staff File - Background Check Results** Description: There was no background check on file for Staff B at the time of the monitoring visit.	Background check has been printed and placed in file. Reminders are scheduled for when background checks need to be redone.	9/8/25	
5 250.05(3)(g) **Provider Training - Abusive Head Trauma** Description: There was no record on file for Staff A or Staff B indicating that the required Abusive Head Trauma Prevention training was completed.	In process of helping Staff A & B register for the online AHT training. To be completed within a week.	9/15/25	

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6	250.055(1)(a) **Supervision Of Children** Description: It was observed upon arrival to the program that a child was outside alone, unsupervised, outside of the fenced in outdoor play area. Rule states that children shall be supervised by a provider at all times to prevent harm and ensure safety.	The child outside of the fence was my son, and he has been instructed to stay inside of the fence unless he has received instructions otherwise	9/6/25	
7	250.055(2)(b) **Maximum Number Of Children In Care Of The Provider** Description: On the day of the monitoring visit, the provider was in sole supervision of 7 children, including 4 children under the age of 2, exceeding the maximum allowable number of children in care under the supervision of one qualified provider.	Two of the children under 2 yrs old were sent home after the visit concluded. The allowable ratios will not be exceeded in the future because my enrollment ages have changed.	8/14/25 ~~9/1/25~~	
8	250.06(2)(m) **Premises - Condition & Repair** Description: During the monitoring visit, licensing specialists observed a piece of loose plywood covering an outdoor egress window and dog excrement in the outdoor play area where children were present.	The plywood covering the crawlspace access hole has been braced and screwed into place so it cannot be removed, and it won't collapse. The dog excrement was removed and a check is done before any children go in the yard.	9/8/25	

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9 250.06(3)(b) **Emergency Plans - Practice** Description: No record of practicing emergency fire and tornado drills was available for review during the monitoring visit.	DCF-F-CFS0460 has been printed and posted with practice dates/times filled out as completed.	9/8/25	
10 250.09(1)(c)4g. **Infant & Toddler - Audio Monitoring** Description: During the visit, an infant was left sleeping in a bedroom with the door closed while the provider was outside with other children. The audio monitoring device was left inside, resulting in the provider losing sound supervision of the infant.	The audio monitor is either clipped on, or placed in pocket when the provider is outside.	9/8/25	

NAME - Agency Worker
Amelia Gruber, Wendy Badzinski

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Issued
8/25/2025

Date Signed
9/8/25