Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
11/17/2025		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
Tsl Roots Early Learning Center	2000593272 / 001 - 2008308

Address - Facility (Street, City, State, Zip Code)	Telephone Number	Date - Regulation Visit
801 S 5Th St Watertown WI 530944614	920-261-3615	10/27/2025

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.05(2)(a)8. **Staff Record - Orientation** Description: Staff B's start date was 10/08/2025 and they have not completed an orientation as required.	The director will make a plan to complete employee orientation during first week of employment.	11/14/25	
2	251.05(3)(cm) **Child Abuse & Neglect - Biennial Training** Description: Training on child abuse and neglect reporting was not completed one week after hire when staff B's start date was 10/08/2025 and they have not completed the required training.	The director will ensure that all child abuse training is completed and documented within one week of hire.	11/14/25	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.07(5)(b)5. **Eating Surfaces - Cleaned, Sanitized** Description: Eating surfaces were not washed before each use when the table was not washed before 8 toddlers ate morning snack.	Staff will review meal and snack procedures at next staff meeting.	11/17/25	
4	251.07(6)(i)1. **Washing Child's Hands & Face** Description: An infant's hands were not washed with soap and water or a wet fabric or paper washcloth, after being diapered.	Staff will review handwashing procedures at next staff meeting.	11/17/25	
5	251.09(2)(bm) **Infant & Toddler - Sleep Position** Description: Each child under one was not placed to sleep on their back in a crib when an infant was observed sleeping in a swing and the teacher reported the child had been sleeping in the swing for 30 minutes.	Staff will review safe sleep practices at the next staff meeting.	11/17/25	

NAME - Agency Worker
Kimberly Liebhart

Date Issued
11/3/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee
Rebecca Meagher

Date Signed
11/3/2025