

Date Correction Plan Due 7/6/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-361-7700
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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 Ymca Child Care Center		Provider Number / Facility ID Number 1000559711 / 002 - 1002537	
Address - Facility (Street, City, State, Zip Code) 1000 Division St Stevens Point WI 544812724		Telephone Number 715-952-9339	Date - Regulation Visit 5/15/2026
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date Verification Date
1	251.04(2)(L)1.a. Monitoring Results Posted Description: The Noncompliance Statement and Plan of Correction from the visit on 02/06/26 was not posted next to the child care license.	- Noncompliance was posted on the licensing board.	- Effective immediately 5/15/2026
2	251.04(2)(L)1.b. Department Notices Posted Description: The Notice of Order to Stop Violating Statute and/or Administrative Rules, Notice of Forfeiture Assessment and Appeal Process, Imposed Plan of Correction and Appeal Process issued on 02/12/26 was not posted next to the child care license.	- Notice was posted on board next to license	Effective immediately 5/15/2026

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3	<p>251.04(6)(b) Current, Accurate Daily Attendance Record</p> <p>Description: The daily attendance records for all classrooms did not include the children's last names.</p> <p>Two school-age classroom had combined for the day and the daily attendance record did not indicate which classroom the children were in.</p>	<p>- Last names have been added to attendance records effective immediately.</p> <p>- Staff sign in & out in the classroom that they are supervising.</p>	<p>Effective Immediately</p> <p>5/15/2026</p> <p>Ongoing</p>	
4	<p>251.04(7)(a) Disclosure Of Personal Information</p> <p>Description: An exception request listing confidential child information was posted on the bulletin board in the entryway and visible to anyone entering the child care center.</p>	<p>- The amended exception request with name redacted was posted</p>	<p>Effective Immediately</p> <p>5/15/2026</p>	
5	<p>251.05(2)(a)6. Staff Record - Days & Hours Worked</p> <p>Description: One staff in Room 8 and two staff in the school-age classroom were not signed in when used in staff-to-child ratio.</p> <p>Repeat violation: Previously cited on 8/16/2024</p>	<p>Staff reminded to sign in upon arrival & sign out when leaving a classroom.</p>	<p>Effective immediately</p> <p>5/15/2026</p>	

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6	251.06(11)(b)7. Outdoor Play Space - Enclosure Description: The toddler outdoor play space enclosure had a gap of 7". The main outdoor play space enclosure did not reach 4' in height and measured at 3'8" at it's lowest point.	Toddler gate was lowered to eliminate gap. Wood chips were raked away to ensure fence was 4' at all points	Effective immediately 5/15/2026	
7	251.06(2)(m) Cleaning Aids - Equipment Description: Mops with dirty mop pads were in areas accessible to children in Rooms 7, 8, and 3.	All mops are removed from classroom areas.	Effective immediately 5/15/2026	
8	251.07(2)(c)1. Time Out - Age Description: Per staff interview and review of documentation, two children under the age of 3 years old were being placed on time out for behavior in Room 5.	Staff received additional instruction on licensing guidelines for time outs	Effective immediately 5/15/2026	

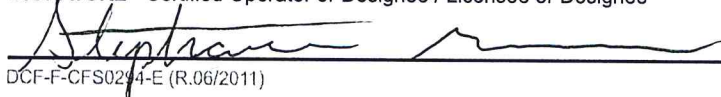
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9	<p>251.07(6)(f)1.a. Medication Administration - Parent Authorization</p> <p>Description: The parent authorization to administer for one medication in Room 2 did not include specific times and dates for the authorization and was authorized as needed.</p> <p>Repeat violation: Previously cited on 11/20/2025, 7/16/2025, 8/16/2024</p>	<p>Staff recieved additional instruction in accurate completion of medication forms</p>	<p>Effective immediately 5/15/2026</p>	
10	<p>251.07(6)(f)5. Medication Administration - As Labeled & Authorized</p> <p>Description: The label for one medication in Room 2 stated not to be used for children under the age 2 years old without asking a doctor. The parent authorization to administer did not note that a doctor had been consulted prior to use.</p> <p>Repeat violation: Previously cited on 11/20/2025, 7/16/2025, 8/16/2024</p>	<p>Staff recieved additional instruction in accurate completion of medication forms</p>	<p>Effective immediately 5/15/2026</p>	
11	<p>251.09(4)(a)3. Infant & Toddler - Diaper Changing Surface Disinfection</p> <p>Description: Per staff interview and observation, the disinfectant product is not being used per the product label instructions in Room 5.</p> <p>The diaper changing table contained visible debris under the mat in Rooms 5 and 3.</p> <p>Repeat violation: Previously cited on 7/16/2025, 2/14/2025, 8/16/2024</p>	<p>Staff have been retained on correct procedures of cleaning & sanitizing tables.</p> <p>Staff have been instructed to clean under mats daily.</p>	<p>Effective immediately 5/15/2026</p>	

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NAME - Agency Worker
Heather Struck

Date Issued
6/22/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee



Date Signed

6-30-2026