

Date Correction Plan Due 4/14/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 920-785-7811
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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)(l) 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 Ywca Child Care		Provider Number / Facility ID Number 7000560217 / 002 - 420161		
Address - Facility (Street, City, State, Zip Code) 230 S Madison St Green Bay WI 54301		Telephone Number 920-432-5581	Date - Regulation Visit 3/27/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a)6m. Child Record - Immunization History Description: Child #1 and Child #4 on the child record checklist do not have a copy of their immunization records in their files Repeat violation: Previously cited on 11/19/2024	<ul style="list-style-type: none"> • Parents will be contacted to request immunization record • Regular reminders will be sent to families requesting records. 	4/4/25	
2	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Child #1 on the child record checklist does not have a health exam on file within 90 days of starting at the center. Repeat violation: Previously cited on 11/19/2024	<ul style="list-style-type: none"> • Parents will be contacted to request health exam. • Regular reminders will be sent to families requesting records. 	4/4/25	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.04(6)(a)8.b. Child Record - Physical Exam - Over 2, Under 5 Description: Child #4 on the child record checklist does not have documentation of having a health examination on file. Repeat violation: Previously cited on 11/19/2024	<ul style="list-style-type: none"> Parents will be contacted to request health exam. Regular reminders will be sent to families requesting records. 	4/4/25	
4	251.07(6)(dm)4. Medical Log - Reviewing Injury Records Description: The medical log books in classroom C and the infant classroom were not reviewed in the last 6 months. The last review was done on August 27, 2024	<ul style="list-style-type: none"> Log books were reviewed Calendar reminders have been set to review log books every 6 mos. 	3/28/25 3/31/25	

NAME - Agency Worker
Clint Smith

Date Issued
3/31/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Holly K. Herman

Date Signed

3/31/25