

Date Correction Plan Due 2/27/2025	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 608-422-6765
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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 Wee Care Child Center		Provider Number / Facility ID Number 9000559959 / 001 - 120741		
Address - Facility (Street, City, State, Zip Code) 1 W Brown St Waupun WI 539631923		Telephone Number 920-324-9558	Date - Regulation Visit 2/4/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a) Child Record - Maintenance & Availability Description: The licensee did not maintain a current written record prior to the child's first day of attendance and did not make the record available to the licensing specialist upon request.	Child was a 4k student only - so we now know to work with the district to have that info on file - and we will make sure from now on!	3/3/25	
2	251.04(6)(a)2. Child Record - Emergency Medical Consent Description: The center did not have written consent from a parent for emergency medical care of treatment.	This has been taken care of :) and we will do that moving forward	3/3/25	

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3	251.04(6)(a)6. Child Record - Health History Description: The center did not have health history information for Child 1.	sent home, will be completed	3/3/25	
4	251.04(6)(a)6m. Child Record - Immunization History Description: The center did not have documentation indicating a child's immunization history when Child 1 did not have an immunization record.	sent home, will be completed	3/3/25	
5	251.05(3)(c) Cardiopulmonary Resuscitation Training Description: All employees in regular contact with children did not maintain a current certificate infant and child cardiopulmonary resuscitation from an agency approved by the department within 3 months after beginning to work with children in care when staff A started working on 10/7/2024 and did not complete infant and child CPR. Repeat violation: Previously cited on 2/8/2024	staff had this completed when they worked at another child care center, the certificate didn't say infant, child, but I was part of it.	3/3/25	

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6	251.05(3)(cm) Child Abuse & Neglect - Biennial Training Description: Each employee or volunteer who comes in contact with children did not complete the biennial training on child abuse and neglect reporting at least every 2 years when Staff B has not completed the training.	this was corrected immediately and all staff do this biennial.	3/3/25
7	251.06(1)(d) Inside Temperature - Minimum Description: The inside temperature of the infant room was less than 67 degrees when it was 61.1 degrees.	this was corrected right away	3/3/25

NAME - Agency Worker
Kimberly Liebhart

Date Issued
2/13/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

2/19/25