

Date Correction Plan Due 5/15/2026	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 262-446-7800
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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 Hearts And Minds Childcare Llc		Provider Number / Facility ID Number 3000587623 / 003 - 2004248		
Address - Facility (Street, City, State, Zip Code) 8980 N 85Th St Milwaukee WI 532242104		Telephone Number 414-263-8943	Date - Regulation Visit 4/29/2026	
	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 did not have documentation of immunizations on file.	Child 1 shall have documentation of immunizations on file.	6/15/26	
2	251.04(6)(a)8.a. Child Record - Physical Exam - Under 2 Description: Child 2, under the age of two, did not have documentation of a health exam completed within the past six months.	Child 2 shall have documentation of a health exam completed within the past 6 months.	6/15/26	

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3	251.05(2)(a)1. Staff Record - Personal Information Description: Staff C did not have a completed staff record form on file.	Staff C shall have a completed staff record on file.	5/15/26 5/15/26	
4	251.05(4)(c)9. Continuing Education - Documentation Of 12 Month Period Description: Staff A and D did not have documentation on file of having completed 15 hours of continuing education in 2025.	Staff A & D shall log and document having completed 15 hours of continuing education in 2025	6/15/26	
5	251.06(2)(gm) Premises - Well Drained, Clean, In Good Repair Description: The premises was not maintained in good repair when a broken door knob was observed in the toddler room. Repeat violation: Previously cited on 11/5/2025	Broken door knobs shall be fixed	5/30/26	
6	251.07(3)(a)5. Indoor Equipment - Intended Use Description: During the visit, the safety straps were not fastened around all children seated in the feeding table in the toddler room.	All safety straps shall be fastened around all children seated at the feeding table.	4/29/26	

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7	251.07(3)(b)2. Equipment - Quantity For Indoors Description: The two rooms in use did not have sufficient equipment available to allow each child a choice of at least 3 activities.	Rooms shall have sufficient equipment available to allow each child a choice of at least 3 activities	5/30/26
8	251.09(1)(c) Infant & Toddler - Documenting Changes In Development Description: Child 2, under the age of two, did not have changes in development documented every three months.	Child 2 shall have changes in development documented every 3 months.	5/30/26

NAME - Agency Worker
Cindy Matuszak

Date Issued
4/30/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

5.13.26