

Date Correction Plan Due 12/19/2025	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 Honey's Lil Pots Of Love		Provider Number/ Facility ID Number 6000591216 / 001 -2006385		
Address - Facility (Street, City, State, Zip Code) 6065 N 36Th St Milwaukee WI 532093605		Telephone Number 262-227-0377	Date - Regulation Visit 11/25/2025	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	250.04(3)0 Report - Change In Transportation Services Description: Transportation was ceased during last monitoring visit as requested by licensee. Provider was instructed to let DCF know for approval when she would be ready again for transportation. No communication was made and Provider began transporting again without approval.	Transportation services are not provided by the center. Transportation was discontinued in 2024. The center will submit notification to DCF prior to initiating transportation services in the future.	12/19/2025	
2	250.04(6)(a) Child Record - Maintenance, Availability Description: Child 3 and Child 4, whom were present in care, did not have files available for review at the time of the monitoring visit.	Child records are maintained on-site in an organized manner and are available for review upon request.	12/19/2025	

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3	250.04(6)(a)1.e. Child Record - Enrollment Information - Other Emergency Contact Description: Child 1 did not have an emergency contact listed. Repeat violation: Previously cited on 12/18/2024	Child 1's emergency contact information has been added. All files will be checked at enrollment and reviewed regularly for completeness.	12/19/2025	
4	250.05(2) Staff File - Maintenance & Availability Description: Staff A and Staff B did not have files available for review at the time of the monitoring visit.	My file was stored separately. All staff files, including mine, are now kept together in an accessible location. Files will always be available for licensing review	12/19/2025	
5	250.05(3)(e)1. Provider Training - Obtain Cpr Certificate Description: There were no files or CPR trainings available for review for Staff A or Staff B during the monitoring visit. Repeat violation: Previously cited on 12/18/2023	Current CPR certification documentation for the operator and staff is maintained on-site and available for review.	12/19/2025	
6	250.06(9)U) Meals & Snacks - Records Description: No menus available for review at the time of the monitoring visit.	Menus were in the office and being updated after Thanksgiving. Moving forward, updated menus are now posted upstairs and downstairs. Menus will remain posted at all times.	12/19/2025	

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7	<p>250.07(6)(f)1.a. Medication Administration - Parent Authorization</p> <p>Description: Medication authorization on file for a child in care did not have a start and end date, just listed, as needed .</p> <p>Repeat violation: Previously cited on 12/18/2024</p>	<p>Parent provided medication at enrollment; authorization form lacked dates. Forms have been updated. All medication forms will be completed fully before accepting medication.</p>	12/19/2025	
8	<p>250.08(4)(b) Driver Training - Documentation</p> <p>Description: Staff A reported as being driver and did not have a drivers training available for review at the time of the monitoring visit.</p>	<p>Transportation services are not provided by the center. Driver training documentation is not required while transportation services are not offered.</p>	12/19/2025	
9	<p>250.08(4)(c)1. Driver Record - Obtain & Review</p> <p>Description: Staff A reported being the driver and there was no driving record on file available for review.</p>	<p>Transportation services are not provided by the center. Driver records are not required while transportation services are not offered.</p>	12/19/2025	
10	<p>250.08(5)(b) Vehicle Inspection Form</p> <p>Description: Ne vehicle inspection report has been submitted for 2024 or 2025.</p>	<p>Transportation services are not provided by the center. Vehicle inspection documentation is not required while transportation services are not offered.</p>	12/19/2025	

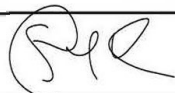
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11	250.08(5)(c) Vehicle Liability Insurance Description: No vehicle insurance has been submitted for this year for the vehicle used to transport children.	Transportation services are not provided by the center. Vehicle liability insurance documentation is not required while transportation services are not offered.	12/19/2025	

NAME - Agency Worker
Mindi Sabljak

Date Issued
12/5/2025

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Cynthia Izard



Date Signed
12/16/2025