| Date Correction Plan Due | NONCOMPLIANCE STATEMENT AND CORRECTION PLAN | TO FILE A COMPLAINT CALL |
|---|---|---|
| 10/8/2025 | | 608-422-6765 |

**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 | | Provider Number / Facility ID Number |
|---|---|---|
| Guidepost Montessori At Verona | | 2000593392 / 001 - 2008422 |
| **Address - Facility (Street, City, State, Zip Code)**<br>240 Enterprise Dr Verona WI 535939124 | **Telephone Number**<br>608-492-0519 | **Date - Regulation Visit**<br>9/12/2025 |

| | Rule/Statute Number<br>Noncompliance Statement | Correction Plan | Expected Completion Date | Verification Date |
|---|---|---|---|---|
| 1 | 251.07(2)(e)<br>**Child Guidance - Prohibited Actions**<br><br>Description: Staff engaged in actions that may be psychologically, emotionally or physically painful, discomforting or potentially injurious on 9/05/25 when Staff A pulled on a four-year-old child's wrist to try to get them out of bed to go to the bathroom. The child cried out in pain and was diagnosed with an injury. There is some indication that Staff B restricts children's movement during naptime when they wrap their arm and possibly their leg over children while children are lying on their cots. | All staff are trained on nap time best practices and guidance. | 10/8/25 | |

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| 2 | 251.07(6)(dm)3.b.<br>**Medical Log - Injury In Care**<br><br>Description: Staff A did not record an injury in the medical log book that occurred at the center on the date it occurred when it was entered three days later. Staff A was immediately aware that a four-year-old child had sustained an injury on 9/05/25 because Staff A administered first aid to the child right after the injury occurred. The injury wasn't noted in the medical log book until 9/08/25. | Staff A was retrained on medical log documentation proceedures | 9/24/25 | |

**NAME** - Agency Worker
Amy Anderson

Date Issued
9/24/2025

**SIGNATURE** - Certified Operator or Designee / Licensee or Designee

Date Signed
10/13/2025