Date Correction Plan Due	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL
9/21/2026		715-930-1148

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	
Northern Lights Ymca		7000593987 / 005 - 2009039	
Address - Facility (Street, City, State, Zip Code) 1201 N 28Th St Superior WI 548805131	**Telephone Number** 715-392-5611	**Date - Regulation Visit** 9/3/2026	

	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.04(6)(a) **Child Record - Maintenance & Availability** Description: The child records were not onsite and available for review during the monitoring visit. The files were located at the main YMCA location, and were not returned to Northern Lights prior to children being being in care. Repeat violation: Previously cited on 3/5/2026	Child records will immediately be brought onsite.	9/4/26	
2	251.05(2)(a) **Staff Record - Maintenance & Availability** Description: Emergency contact information for staff working onsite was not available for review, as required by the approved request for exception to maintain staff files offsite.	Staff info will be brought onsite immediately	9/4/26	

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	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
3	251.07(5)(b)5. **Eating Surfaces - Cleaned, Sanitized** Description: There was no EPA approved sanitizing solution available to sanitize the tables used for the program's mealtimes. Per rule, eating surfaces shall be cleaned and sanitized before and after each use.	New sanatizing solution to be purchased. Follow-up w/ staff to ensure compliance.	9/4/26	

NAME - Agency Worker
Amelia Gruber

Date Issued
9/4/2026

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed
9/24/26