

Date Correction Plan Due 3/17/2020	NONCOMPLIANCE STATEMENT AND CORRECTION PLAN	TO FILE A COMPLAINT CALL 715-930-1148
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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)(l) and (3)(d), DCF 251.04(2)(L) and (3)(f), DCF 262.41(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 Tomah Head Start Center		Provider Number / Facility ID Number 0000577800 / 004 - 520177		
Address - Facility (Street, City, State, Zip Code) 402 Pine St Tomah WI 54660		Telephone Number 808-372-3781	Date - Regulation Visit 2/24/2020	
	Rule/Statute Number Noncompliance Statement	Correction Plan	Expected Completion Date	Verification Date
1	251.06(3)(b)4. Emergencies - Record Of Fire / Tornado Drills Description: There was no documentation of monthly fire drills for December and January for the afternoon class.	RE: Fire/Tornado Drills Drills were completed. PM teacher will document on the form after drills are done each month. CFEM will follow-up. Teacher updated form to reflect drills done for Dec. & January.	2-28-2020	

NAME - Certification Worker / Licensing Specialist
Rita Miller

Date Issued
3/3/2020

SIGNATURE - Certified Operator or Designee / Licensee or Designee

Date Signed

Hisa Hines / CFEM

3.3.2020