

## Chapter SPS 8

### APPENDIX I

#### DEPARTMENT OF SAFETY AND PROFESSIONAL SERVICES

#### [DISCIPLINARY AUTHORITY]

#### ADMINISTRATIVE WARNING

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This administrative warning is issued by the {disciplinary authority} to {credential holder} pursuant to s. 440.205, Stats. The {disciplinary authority} makes the following findings:

- 1) That there is evidence of professional misconduct by {credential holder}, to wit:
- 2) That this misconduct is a first occurrence for {credential holder}.
- 3) That this misconduct is a minor violation of {statute or rule}.
- 4) That issuance of this administrative warning will adequately protect the public and no further action is warranted.

Therefore, the {disciplinary authority} issues this administrative warning and hereby puts the {credential holder} on notice that any subsequent violation may result in disciplinary action. The investigation of this matter is hereby closed.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of authorized representative  
For {Disciplinary Authority}

#### Right to Review

**You may obtain a review of this administrative warning by filing a written request with the {disciplinary authority} within 20 days of mailing of this warning. The review will offer the credential holder an opportunity to make a personal appearance before the {disciplinary authority}.**

*The record that this administrative warning was issued is a public record.*

*The content of this warning is private and confidential.*