



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

December 27, 2021

Staci Dubuque
Alcona Cooperative Nursery
P O Box 55
Lincoln, MI 48742

RE: License #: DC010270525

RE: SI LOG #: **Alcona Cooperative Nursery**
116 S State Street
Harrisville, MI 48740

Dear Ms. Dubuque:

This letter is to advise you that the 12/21/2021 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.8110(6) Applicant; licensee; licensee designee; requirements.	Ms. Dubuque has not been keeping attendance records for child care staff members including herself, child care aides, and volunteers.	The Cooperative president has created new attendance sheets that include staff and volunteers. Ms. Dubuque will use these new attendance sheets.	12/09/2021
R 400.8112(2) Comprehensive background check; fingerprinting.	Ms. Dubuque has ten individuals in the center's comprehensive background check system that need to be disconnected and one individual that needs to be withdrawn.	The CCBC system was updated and all past volunteers no longer affiliated with the cooperative have been disconnected.	12/09/2021

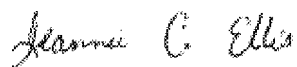
R 400.8131(12) Professional development requirements.	Ms. Dubuque did not complete the 2020 refresher course and had not completed the 2021 refresher course at the time of the inspection.	Ms. Dubuque and volunteer staff will complete the required training.	01/09/2021
R 400.8131(3) Professional development requirements.	Ms. Dubuque has not completed training in prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.	Ms. Dubuque and volunteer staff will complete the required training.	01/09/2021
R 400.8131(4) Professional development requirements.	Ms. Dubuque has not completed training in the prevention and control of infectious disease training, including immunizations.	Ms. Dubuque and volunteer staff will complete the required training.	01/09/2021
R 400.8131(5) Professional development requirements.	Ms. Dubuque has not completed training in; administration of medication, prevention of and response to emergencies due to food and allergic reactions, building and physical premises safety, emergency preparedness and response planning, handling and storage of hazardous materials and appropriate disposal of bio-contaminants, precautions in transporting children, and child development.	Ms. Dubuque and volunteer staff will complete the required training.	01/09/2021

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (989) 732-8062.

Sincerely,

A handwritten signature in cursive script that reads "Jeannie C. Ellis".

Jeannie Ellis, Licensing Consultant
Bureau of Community and Health Systems
Ste 3
931 S Otsego Ave
Gaylord, MI 49735
(989) 590-0191