



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 28, 2023

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 12/06/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study 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(5)	On 10/25/2022 there was a younger child present at the center. The child's mother was the second caregiver in the room for the day.	Child care staff members will not bring their children with them.	10/25/2022
R 400.8131(11)	Ms. Dubuque did not have verification on file for her 2020 and 2021 training hours.	MIRegistry verification will be double checked to be sure it is showing up on the learning record.	10/25/2022
R 400.8131(12)	Ms. Dubuque has not completed any of the health and safety refresher courses from 2019, 2020, 2021, and 2022.	Ms. Dubuque will complete health and safety training.	10/25/2022

R 400.8131(5)	Ms. Dubuque has not completed the required health and safety trainings which she was required to complete in 2018. In addition, child care staff member Ms. Jennifer Schroeder has not completed the health and safety trainings.	Ms. Dubuque will complete health and safety training. Ms. Schroeder is no longer employed.	10/25/2022
R 400.8131(6)	Ms. Dubuque has not completed the required health and safety trainings which she was required to complete in 2018. In addition, child care staff member Ms. Jennifer Schroeder has not completed the health and safety trainings.	Ms. Dubuque will complete health and safety training. Ms. Schroeder is no longer employed.	10/25/2022
R 400.8143(1)	The child information records of 10 children were reviewed. One record only had the front side completed. Two were not signed and dated by the parents.	Records will be complete and verified at enrollment.	10/25/2022
R 400.8143(11)	The attendance record on 10/25/2022 listed seven children as present. I observed eleven children in care on 10/25/2022.	Parents informed at a parent meeting that there will be fines for these issues going forward.	10/25/2022
R 400.8143(6)(c)	The health forms of 10 children were reviewed. One child had the form signed and dated by a physician but the form was not completed. One child had only the first page of the form which was missing the information completed by the physician and the signature and date.	Medical records will be obtained before children allowed to return.	10/25/2022

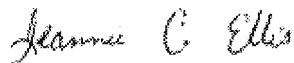
R 400.8510(3)	The last fire safety inspection was completed in 2017.	Inspection completed 11/28/2022. Church is correcting issues.	A rating issued 02/20/2023
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It is expected that the corrective action plan will be implemented within the time frames 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 (866) 865-0006.

Sincerely,



Jeannie Ellis, Licensing Consultant
 Child Care Licensing Bureau
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 Lansing, MI 48909
 (989) 590-0191