



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

November 10, 2022

Shannon Saxton-Murphy  
 St. Mary's Visitation School  
 2455 146th Ave  
 Byron Center, MI 49315

RE: License #: DC030018856

**St. Mary's Visitation Preschool  
 St Marys Visitation  
 2455 146th Ave  
 Byron Center, MI 49315**

Dear Ms. Saxton-Murphy:

This letter is to advise you that the 11/07/2022 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 400.8112(1)(c) Comprehensive background check; fingerprinting.	One child care staff member was not determined eligible through the Michigan Comprehensive Background Check (CCBC) system prior to having unsupervised contact with children.	The child care staff member will be fingerprinted under the CCBC system prior to having unsupervised contact with children.	11/24/2022
R 400.8112(2)(b) Comprehensive background check; fingerprinting.	The completed and signed consent and disclosure packet was not maintained	A completed Consent and Disclosure packet will be placed on file for all child care staff members.	11/24/2022

	for one child care staff member.		
R 400.8112(2)(e) Comprehensive background check; fingerprinting.	The child care facility did not appropriately maintain the connection/disconnection status of the Child Care Background Check (CCBC) system.	The licensee designee will appropriately maintain the connection/disconnection status of the CCBC.	11/24/2022
R 400.8113(2) Program director qualifications; responsibilities.	There was no approved program director affiliated with the child care center.	Currently in the process of appointing the lead teacher as the program director.	12/24/2022
R 400.8125(4) Staff; volunteer; requirements.	The written policy regarding the screening and supervision of volunteers did not contain a statement that an individual registers on the public sex offender registry (PSOR) is prohibited from having contact with any child in care.	The handbook statements have been updated.	10/24/2022
R 400.8125(5) Staff; volunteer; requirements.	One child care staff member did not complete a written statement at the time of hiring indicating they are aware abuse/neglect is unlawful; they have been informed of the center's policies on abuse/neglect; the individual is aware they're required by law to immediately report suspected abuse/neglect to children's protective services.	Child care staff member has completed and filed their signed statement.	10/24/2022
R 400.8128 Staff; volunteer; tuberculosis.	One child care staff member did not have verification of freedom of communicable Tuberculosis on file.	Child care staff member will have their TB test on file.	12/24/2022

R 400.8131(3) Professional development requirements.	One child care staff member did not have verification of completion of the prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and the recognition and reporting of child abuse and neglect.	Child care staff members will complete all required trainings located in the Health and Safety trainings.	12/24/2022
R 400.8131(4) Professional development requirements.	One child care staff member did not have verification of completion on the prevention and control of infectious disease training, including immunizations.	Child care staff members will complete all required trainings located in the Health and Safety trainings.	12/24/2022
R 400.8131(5) Professional development requirements.	One child care staff member did not complete Course 1 & 2 of the Health and Safety trainings. The core competencies noted in subrules (a) through (g) embedded within Course 1 & 2 of the Health and Safety trainings.	Child care staff members will complete all required trainings located in the Health and Safety trainings.	12/24/2022
R 400.8131(10) Professional development requirements.	One child care staff member did not have confirmation of CPR or First Aid training.	Child care staff member will complete their first aid and CPR training.	12/24/2022
R 400.8143(3) Children's records.	At least one child file did not contain a certificate of immunization or applicable waiver on file at the time of the child's initial attendance.	Missing immunization records will be obtained.	12/24/2022
R 400.8146(1) Information provided to parents.	The written information packet provided to parents did not contain the bolded url for the child care licensing rules.	The written information packet has been updated.	10/24/2022
R 400.8173(9) Equipment.	The preschool classroom did not contain a first aid kit.	A first aid kit was placed in the classroom.	10/24/2022

R 400.8380(9) Maintenance of premises.	The child care center's integrated pest management policy did not specify the two advanced methods of notification prior to the application of pesticides.	The integrated pest management policy was updated to include two advanced methods of notification prior to the application.	10/24/2022
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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 (616) 356-0183.

Sincerely,



Sean Shankin, Licensing Consultant  
 Bureau of Community and Health Systems  
 Unit 13, 7th Floor  
 350 Ottawa, N.W.  
 Grand Rapids, MI 49503