



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

October 27, 2021

Elena Spaulding
Alden United Methodist Church
Po Box 130
9015 Helena Road
Alden, MI 49612

RE: License #: DC050084974
Sprigs N Sprouts
9015 Helena Road
Alden, MI 49612

Dear Ms. Spaulding:

This letter is to advise you that the 10/25/2021 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
MCL 722.115n(3) Application for or renewal of license to operate child care center... child care staff member; criminal history check; requirements;..	Three staff members did not have signed Consent and Disclosure forms on file allowing the department of state police to conduct a criminal history check.	Program director Ms. Spaulding completed Section 2 of her consent and disclosure form and obtained written consent and disclosure statements from all current employees. She will make sure all future staff complete consent and disclosure forms prior to fingerprinting.	10/19/2021 and 10/25/2021 and ongoing

R 400.8112(2)(a) Comprehensive background check; fingerprinting.	Three staff members did not have signed Consent and Disclosure forms on file. Ms. Spaulding's Consent and Disclosure form was missing a signature and date in Section 2.	Program director Ms. Spaulding and child care staff members completed all sections of consent and disclosure forms. She will make sure all future staff complete consent and disclosure forms prior to fingerprinting.	10/19/2021 and 10/25/2021 and ongoing
R 400.8128 Staff; volunteer; tuberculosis.	One staff member hired in February of 2021 had an invalid TB test because it was not performed within 1 year of hire.	Ms. Spaulding will obtain a negative TB test for the staff member with the invalid test. She will also have another staff member with an undated TB test obtain a new test.	11/01/2021
R 400.8137(1)(c) Diapering; toileting.	The diaper pad in the toddler room had a tear in it.	Ms. Spaulding replaced the diaper pad with the tear in it.	10/22/2021
R 400.8143(1) Children's records.	Child information cards were incomplete/missing required information.	Ms. Spaulding will have parents complete missing information on child information cards.	11/05/2021
R 400.8143(2) Children's records.	Child information cards were not reviewed and updated annually.	Ms. Spaulding will have parents review and update child information cards.	11/05/2021 and ongoing annually
R 400.8143(3) Children's records.	Children's immunizations were not on file at the time of initial attendance.	Ms. Spaulding will obtain child immunization records before their initial attendance.	Immediately and ongoing
R 400.8143(7) Children's records.	Enrolled toddlers and preschoolers did not have updated physicals on file as required.	Ms. Spaulding will obtain updated physicals for all enrolled children requiring them.	11/30/2021 and ongoing annually
R 400.8335(1) Food services and nutrition; provided by center.	Snacks listed on posted menus did not have two dietary components as required.	Ms. Spaulding will update snack menus and make sure all meals and snacks meet minimum CACFP guidelines.	10/25/2021 and ongoing
R 400.8340(7) Food services and nutrition; provided by parents.	Soy milk brought by a child's parent in a multi-day supply was not returned to the parent or discarded after 7 days.	Ms. Spaulding will make sure multi-day supplies of food and beverages are discarded or returned after 7 days.	Immediately and ongoing
R 400.8152(8) Medication; administrative procedures.	Parent permission for the administration of topical nonprescription medications was not obtained annually.	Ms. Spaulding will obtain written parent permission for the administration of topical nonprescription medications for all enrolled children.	11/30/2021 and ongoing annually

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 (231) 922-5309.

Sincerely,

A handwritten signature in cursive script that reads "Renee Libby".

Renee Libby, Licensing Consultant
Bureau of Community and Health Systems
Suite 11
701 S. Elmwood
Traverse City, MI 49684
(231) 357-3087