



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 15, 2023

Brenda Bradbury
Northeast Michigan Community Service Agency
2569 US 23 South
Alpena, MI 49707

RE: License #: DC060388876

Sterling ECC
338 W. State Street
Sterling, MI 48659

Dear Ms. Bradbury:

This letter is to advise you that the 03/10/2023 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(12)(a) Applicant; licensee; licensee designee; requirements.	Ms. Bradbury did not have name, address, and telephone number for Lisa Daniels or Heidi Klender available to the department when requested during an onsite visit.	The name, address, and telephone number for Lisa Daniels and Heidi Klender is now in the binder and will be available to the department upon request in the future. Staff will ensure consultant has access to requested materials.	03/09/2023
R 400.8112(2)(b) Comprehensive background check; fingerprinting	Ms. Bradbury did not maintain a copy of the completed and signed form or forms for each individual entered into the child care	The missing consent and disclosure forms are now in the licensing binder. The area manager will ensure the	03/09/2023

	background check system under the license. During an onsite inspection, staff were unable to provide a copy of child care staff members Lisa Daniels and Heidi Klender completed and signed form or forms for the child care background check system.	documents are on file in the future.	
R 400.8125(5)(a) Staff; volunteer; requirements.	Ms. Bradbury failed to ensure a written signed and dated statement that child care staff members Lisa Daniels and Heidi Kender is aware that abuse and neglect of children is against the law.	A signed statement that child care staff members Lisa Daniels and Heidi Kender are aware that abuse and neglect of children is against the law is in the licensing binder. The area manager will ensure the documents are on file in the future.	03/09/2023
R 400.8125(5)(b) Staff; volunteer; requirements.	Ms. Bradbury failed to ensure a written signed and dated statement that child care staff members Lisa Daniels and Heidi Kender is were informed of the center's policies on child abuse and neglect.	A signed statement that child care staff members Lisa Daniels and Heidi Kender are aware of the center's policies on child abuse and neglect are in the licensing binder. The area manager will ensure the documents are on file in the future.	03/09/2023
R 400.8125(5)(c) Staff; volunteer; requirements.	Ms. Bradbury failed to ensure a written signed and dated statement that child care staff members Lisa Daniels and Heidi Kender knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.	A signed statement that child care staff members Lisa Daniels and Heidi Kender are aware of the center's policies on child abuse and neglect are in the licensing binder. The area manager will ensure the documents are on file in the future.	03/09/2023
	Ms. Bradbury failed to keep on file at the center,		03/09/2023

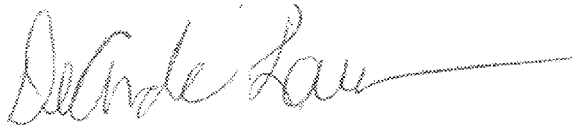
R 400.8128 Staff; volunteer; tuberculosis.	evidence to verify that child care staff members Lisa Daniels and Heidi Klender are free from communicable tuberculosis (TB).	Evidence to verify that child care staff members Lisa Daniels and Heidi Kender are free from communicable tuberculosis (TB) is in the licensing binder. The area manager will ensure the documents are on file in the future.	03/09/2023
R 400.8131(10) Professional development requirements.	Ms. Bradbury failed to retain valid first aid and CPR certificates on file in the center for Lisa Daniels and Heidi Klender.	CPR certificates are on file in the center for Lisa Daniels and Heidi Klender. The area manager will ensure the documents are on file in the future.	03/09/2023
R 400.8131(12) Professional development requirements.	Ms. Bradbury failed to ensure that child care staff member Heidi Klender read and acknowledge the document or complete the activity within 6 month of the notice of a new health and safety update document or a new health and safety update training activity has been published on MiRegistry.	Child care staff member Heidi Klender completed the health and safety update. In the future the area manager will ensure trainings are completed within 6 months of the notice of a new health and safety update document or a new health and safety update training activity has been published on MiRegistry.	

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 (517) 284-9730.

Sincerely,

A handwritten signature in cursive script, reading "DeAndre Lawson", followed by a long horizontal flourish.

DeAndre Lawson, Licensing Consultant
Bureau of Community and Health Systems
Ste 3
931 S Otsego Ave
Gaylord, MI 49735