



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

March 9, 2023

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

RE: License #: DC090413136

RE: SI LOG #: **Bay City Linsday ECC**
607 LaSalle Street
Bay City, MI 48706

Dear Ms. Bradbury:

This letter is to advise you that the 03/09/2023 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
R400.8110 Applicant; licensee; licensee designee; requirements	Not all salary staff recorded their daily arrival and departure time.	The center will maintain accurate records detailing arrival and departure time. All staff were reminded to sign in and out, specific individuals were reminded, and area manager will monitor the record.	3/10/23 and daily
R400.8131 Professional development requirements	One child care staff member did not take the 2021 health and safety refresher course.	The staff member will complete the refresher by 3/10/23. Area manager will monitor Miregistry reports to ensure timely completion.	3/10/23 and ongoing
R400.8143 Children's records	Three of the child information records did not	FSC will enter immunizations into child plus upon receipt, FSM will	Continually 3/2023 and

	<p>have immunizations on file at the date of initial attendance. They were obtained after the day of initial attendance.</p>	<p>monitor immunizations before the first day of program, and FSC will follow up before the first day of program.</p>	<p>starting 8/2023</p>
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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 (989) 732-8062.

Sincerely,




Stacy M. Tomczak, Licensing Consultant
 Bureau of Community and Health Systems
 611 W. Ottawa St.
 PO Box 30664
 Lansing, MI 48909
 989-798-4738