



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 27, 2022

Amber Grundy
Camp Fire/Camp Tannadoonah
Po Box 459
Notre Dame, IN 46556

RE: License #: DC140391511

RE: SI LOG #: **Sam Adam's Elementary**
114 Depot St.
Cassopolis, MI 49031

Dear Mrs. Grundy:

This letter is to advise you that the 06/21/2022 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)	The center is licensed to care for children 5 years through 12 years. A 2 year old child was present for the duration of child care.	Staff will not be permitted to bring their own child to the facility in the future. This is not permitted per our policy, and we were unaware that the child had come to the program that day.	Immediately
R 400.8128	Seven child care staff member files were reviewed. Two of seven files did not contain evidence the child care staff member was free from communicable tuberculosis.	We will ensure that the TB test documentation for all staff is in their files prior to starting work at the facility.	September 2022

R 400.8143 (1)	Ten child files were reviewed. Seven of 10 child information cards did not contain information including employer name and telephone number.	We will require parents to answer the employer and work telephone number, or to indicate "none" for those fields if they are not currently employed.	September 2022
R 400.8161 (3)	Emergency plans including fire, tornado, other natural and man-made disasters, and serious accident, illness, or injury were not posted visible to staff and parents.	Emergency procedures will be posted in a location visible to all staff and parents.	September 2022
R 400.8167 (7)	There were only two fire drills documented for the renewal cycle including 9/15/2021 and 10/20/2021.	We will document the quarterly fire drills in the appropriate form and be sure that it is in the binder with the other licensing documentation.	September 2022

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,



Amy Steger, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (269) 568-2915