



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 18, 2023

Sarah Bushey
St Robert School
214 E Henry St
Flushing, MI 48433

RE: License #: DC250018726

RE: SI LOG #: **St. Robert School Pre-K & Extended School Program
214 E Henry St
Flushing, MI 48433**

Dear Ms. Bushey:

This letter is to advise you that the 03/16/2023 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 |
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| MCL 722.115p Child care center, group child care home, or family child care home; potential or current child care staff member convicted of crime. | At the time of the onsite inspection, child care staff member, Anne Stankiewicz, was lacking a completed criminal history check as required by section 5n. Ms. Stankiewicz was hired August of 2022. | Staff member was immediately background checked and found in compliance. Going forward at the time of hiring it will be on a checklist for all employees. | 02/28/2023 |
| R 400.8112 Comprehensive background check; fingerprinting. | At the time of the onsite inspection, a completed consent and disclosure form was not on file for | All staff will sign a consent and disclosure form. Will add to file. Staff will receive a copy of their form. | 3/24/2023 |

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| | every child care staff member at the facility. | | |
| R 400.8125 Staff; volunteer; requirements. | At the time of the onsite inspection, the signed child abuse and neglect reporting procedures were unable to be located for all child care staff members. | Sarah will write a statement and have all staff sign. Will send a copy to consultant. | 3/24/2023 |
| R 400.8128 Staff; volunteer; tuberculosis. | At the time of the onsite inspection, verification of freedom from communicable tuberculosis was unable to be located for all child care staff members. | All staff will procedure record of test at the time of hiring. | 4/1/2023 |

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| <p>R 400.8131 Professional development requirements.</p> | <p>At the time of the onsite inspection, 50% of the child care staff members who work directly with child care children were not trained in first aid and pediatric, child and adult cardiopulmonary resuscitation.</p> | <p>All staff will complete by 4/1/2023. Going forward will be done in August before school starts. Will send cards to consultant ASAP.</p> | <p>4/1/2023</p> |
| <p>R 400.8131 Professional development requirements.</p> | <p>At the time of the onsite inspection, Megan Walser, child care staff member was lacking the 2022 Health and Safety Refresher training. Bonnie Belott, child care staff member was lacking the 2020, 2021 and 2022, Health and Safety Refresher trainings. Sarah Bushy, Program Director/Licensee designee was lacking the 2020, 2021, and 2022, Health and Safety Refresher trainings. Jacqueline Winchester, Hannah Turchi and Diane Neumann unsupervised volunteers were lacking the 2020, 2021, and 2022, Health and Safety Refresher trainings.</p> | <p>All staff will complete health and safety refresher trainings by April 3, 2023. Going forward all staff will do in August</p> | <p>4/3/2023</p> |
| <p>R 400.8131 Professional development requirements.</p> | <p>At the time of the onsite inspection, Jacqueline Winchester, Hannah Turchi, and Diane Neumann unsupervised volunteers were lacking training in prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and</p> | <p>All staff will complete health and safety courses by April 3, 2023. Going forward all new employees must complete before beginning employment.</p> | <p>4/3/2023</p> |

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| | <p>recognition and reporting of child abuse and neglect.</p> <p>Sarah Bushy, Program Director/license designee, and Amanda Davis, child care staff member, were lacking training in prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.</p> | | |
| R 400.8131 Professional development requirements. | <p>At the time of the onsite inspection, Jacqueline Winchester, Hannah Turchi, and Diane Neumann unsupervised volunteers were lacking training in prevention and control of infectious disease training, including immunizations.</p> <p>Sarah Bushy, Program Director/license designee, and Amanda Davis, child care staff member, were lacking training in prevention and control of infectious disease training, including immunizations.</p> | All staff will complete health and safety courses by April 3, 2023. Going forward all new employees must complete before beginning employment. | 4/3/2023 |
| R 400.8131 Professional development requirements. | <p>At the time of the onsite inspection, Jacqueline Winchester, Hannah Turchi, and Diane Neumann unsupervised volunteers were lacking training in:</p> <p>(a) Administration of medication.</p> | All staff will complete health and safety courses by April 3, 2023. Going forward all new employees must complete before beginning employment. | 4/3/2023 |

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| | <p>(b) Prevention of and response to emergencies due to food and allergic reactions. I Building and physical premises safety. (d) Emergency preparedness and response planning. I Handling and storage of hazardous materials and appropriate disposal of bio-contaminants. (f) Precautions in transporting children, if applicable. (g) Child development</p> <p>Sarah Bushy, Program Director/license designee, and Amanda Davis, child care staff member, were lacking training in:</p> <p>(a) Administration of medication. (b) Prevention of and response to emergencies due to food and allergic reactions. I Building and physical premises safety. (d) Emergency preparedness and response planning. I Handling and storage of hazardous materials and appropriate disposal of bio-contaminants. (f) Precautions in transporting children, if applicable. (g) Child development</p> | | |
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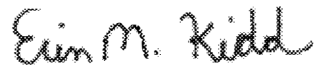
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| R 400.8131 Professional development requirements. | At the time of the onsite inspection, all child care staff members did not have verification on file at the facility for 16 hours of annual professional development. | All staff will complete their PD hours by December. | 12/23/2023 |
| R 400.8134 Hand washing. | At the time of the onsite inspection, I observed the extended day program did not wash their hands prior to afternoon snack. Child care staff member utilized hand sanitizer with child care children. | All students will wash hands in the bathroom immediately after school before eating. | 02/28/2023 |
| R 400.8152 Medication; administrative procedures. | At the time of the onsite inspection, I observed one epi pen in the preschool classroom did not have a pharmacy label indicating the physician's name, child's first and last name, instructions, name, and strength of the medication | We will not accept any medications without a label/script from the doctor. | 2/28/2023 |
| R 400.8152 Medication; administrative procedures. | At the time of the onsite inspection, I observed one epi pen in the preschool classroom was stored in a backpack within reach of child care children. | All medication will be stored out of reach from children at all times. When going off campus medication will be on the teacher at all times (backpack, fanny pack, etc.) | 2/28/2023 |
| R 400.8161 Emergency procedures. | At the time of the onsite inspection, emergency plans were not in place for natural or man-made disasters. | New emergency plans for entire campus will be rewritten by August 1, 2023. Will send to consultant when complete. | 8/1/2023 |
| R 400.8325 Sanitization. | At the time of the onsite inspection, I observed tables in the extended day room were not washed, rinsed and sanitized prior to usage for snack. The tables were sanitized. | Three step process will be posted for all to see procedure. | 2/28/2023 |

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 that reads "Erin M. Kidd".

Erin Kidd, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa St.
P.O. Box 30837
Lansing MI, 48909-8164
(810) 931-1786