



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 21, 2023

Linda Bauer  
Clio Community Education  
430 N Mill  
Clio, MI 48420

RE: License #: DC250022557

RE: SI LOG #: **Clio Community Education Preschool and Latchkey  
301 Rogers Lodge Dr.  
Clio, MI 48420**

Dear Ms. Bauer:

This letter is to advise you that the 06/07/2023 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
R 400.8125 (5) Staff; volunteer; requirements.	The center did not have a written statement signed by a child care staff member at the time of hiring indicating the information per the rule.	Ms. Bauer will have the child care staff member complete a written, signed statement.	06/22/2023

R 400.8131 (1) Professional development requirements.	The center did not provide an orientation about the center's policies and practices and these administrative rules for any personnel hired after the effective date of these rules.	Ms. Bauer will create a sheet for completion of orientation at the time of hiring. She will complete this task with all staff prior to the start in the fall.	08/01/2023
R 400.8131 (10) Professional development requirements.	At the time of the inspection, the center could not verify that 3 child care staff members that were not certified in first aid and pediatric, child, and adult cardiopulmonary resuscitation (CPR) were trained in the subject.	The child care staff members will be trained prior to the start in the fall.	08/01/2023
R 400.8131 (3) Professional development requirements.	Three of the 7 child care staff member's records that I reviewed did not complete the training per the rule before caring for children.	Ms. Bauer will ensure that child care staff member's take this training prior to working with children. She will add to the hiring checklist.	06/22/2023
R 400.8131 (4) Professional development requirements.	Three of the 7 child care staff member's records that I reviewed did not complete the training per the rule before unsupervised contact with children.	Ms. Bauer will ensure that child care staff member's take this training prior to working with children. She will add to the hiring checklist.	06//22/2023
R 400.8131 (5) Professional development requirements.	Three of the 7 child care staff member's records that I reviewed did not complete the training per the rule within 90 days of being hired.	Ms. Bauer will ensure that child care staff member's take this training prior to working with children. She will add to the hiring checklist.	06/22/2023
R 400.8131 (6) Professional development requirements.	Two of the 7 child care staff member's records that I reviewed did not complete 16 hours of professional development in calendar year 2022.	Ms. Bauer will revise the verification documents to meet acceptable requirements. She will monitor child care staff member's professional development on a quarterly basis.	06/07/2023
R 400.8152 (5) Medication;	One of the 10 children's records that I reviewed had expired medication that	Ms. Bauer will train staff on this requirement prior to start up in the	08/01/2023

administrative procedures.	was not returned to the parent.	fall. She will review files and mediation quarterly.	
R 400.8161 (2)(h) Emergency procedures.	The center did not have written plans for how children with chronic medical conditions will be accommodated during each type of emergency.	Ms. Bauer will train child care staff members on the requirement and will place a note in each child' file at enrollment to obtain the information.	08/01/2023
R 400.8161 (5) Emergency procedures.	The center did not complete a fire drill in the 3 <sup>rd</sup> quarter of 2022.	Ms. Bauer will develop a schedule for completion of all drills and place on child care staff members calendars. If one is missed, it will be completed the following day.	08/01/2023
R 400.8173 (8) Equipment.	The center did not have a current and accurate equipment inventory at the time of the renewal. Ms. Bauer was not aware of this requirement.	Ms. Bauer will have child care staff members complete their room inventory lists prior to the summer break and these lists will be updated annually.	06/14/2023
R 400.8380 (7) Maintenance of premises.	Ms. Bauer and I observed that various lights were burnt out in classrooms.	M. Bauer will complete a work order for all light bulb replacement.	08/01/2023

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 black ink, appearing to read "Juli Gohl". The signature is fluid and cursive, with a long horizontal stroke at the beginning.

Juli Gohl, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30837  
Lansing, MI 48909  
(810) 423-2832