



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 3, 2022

Cassandra Jackson
Montrose Community Schools
Carter Elementary
200 Park Dr.
Montrose, MI 48457

RE: License #: DC250023409
Carter Elementary Early Childhood Center
200 Park Drive
Montrose, MI 48457

Dear Ms. Jackson:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 03/03/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

The violations that were found are:

**MCL 722.115d Offer of employment to person at child care organization;
criminal history background check; cost.**

(1) Before a child care organization makes an offer of employment to a person or allows a person to regularly and continuously work under contract at the child care organization, the child care organization shall perform a criminal history background check on that person using the department of state police's internet criminal history access tool (ICHAT) or equivalent check on that person from the state or province of residence.

(2) If a search of the department of state police's ICHAT or equivalent check on the person from the state or province of residence reveals that the person described in subsection (1) has been convicted of a listed offense, the child care organization shall not make an offer of employment to that

person or allow that person to regularly and continuously work under contract at the child care organization. If a search of the department of state police's ICHAT reveals that a current employee has been convicted of a listed offense, the child care organization shall not continue to employ that person. If a search of the department of state police's ICHAT or equivalent check on that person from the state or province of residence reveals that a person who regularly and continuously works under contract at the child care organization has been convicted of a listed offense, the child care organization shall not allow that person to regularly or continuously work under contract at the child care organization.

(3) A child care organization may pass along the actual cost of a search of the department of state police's ICHAT or equivalent check on that person from the state or province of residence to the employee or applicant on whom the search is being performed.

At the time of the onsite inspection, April Bowen and Jennifer Everett, child care staff members, were present at the facility without a completed child care background check. Ms. Bowen and Ms. Everett were scheduled for finger printing on March 4, 2022.

Jamie Hayden, child care staff member, was connected to another child care facility. Ms. Hayden was connected to the child care background check system for the child care facility on March 3, 2022.

R 400.8131 Professional development requirements.

(3) Before caring for children, all child care staff members and unsupervised volunteers who work directly with children shall be trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

At the time of the onsite inspection, April Bowen, Sarah Schmidt, Alyssa Diem, Jennifer Everett, and Jamie Hayden, were lacking verification of training in prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

R 400.8131

Professional development requirements.

(4) Before unsupervised contact with children, all child care staff members who work directly with children shall complete prevention and control of infectious disease training, including immunizations.

At the time of the onsite inspection, April Bowen, Sarah Schmidt, Alyssa Diem, Jennifer Everett, and Jamie Hayden, were lacking verification of training in prevention and control of infectious disease training, including immunizations.

R 400.8131

Professional development requirements.

(5) Within 90 days of being hired, or the first day as an unsupervised volunteer, all child care staff members and unsupervised volunteers who work directly with children shall complete the following trainings, which may count toward annual professional development hours and are available at MiRegistry:

- (a) Administration of medication.
- (b) Prevention of and response to emergencies due to food and allergic reactions.
- (c) Building and physical premises safety.
- (d) Emergency preparedness and response planning.
- (e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants.
- (f) Precautions in transporting children, if applicable.
- (g) Child development.

At the time of the onsite inspection, April Bowen, Sarah Schmidt, Alyssa Diem, Jennifer Everett, and Jamie Hayden, were lacking verification of training in:

- (a) Administration of medication.
- (b) Prevention of and response to emergencies due to food and allergic reactions.
- (c) Building and physical premises safety.
- (d) Emergency preparedness and response planning.
- (e) Handling and storage of hazardous materials and appropriate disposal of bio-contaminants.
- (f) Precautions in transporting children, if applicable.
- (g) Child development.

- On March 3, 2022, I provided technical assistance to Cassandra Jackson, licensee designee, regarding updated requirements in group size for preschool and school age children. I provided technical assistance regarding labeling water bottles with the child's first name, last name, and the date.

On 03/03/2022, you gave us an acceptable written corrective action plan.

During calendar year 2021:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when inspection letters are completed can be found under [Overview of Licensing Reports](#).

Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at 517-284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,



Erin Kidd, Licensing Consultant
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