



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

May 31, 2022

Chelsea Horton
Lake Fenton Comm Schools
11425 Torrey Rd
Fenton, MI 48430

RE: License #: DC250275645

RE: SI LOG #: Lake Fenton Child Care, West Shore Elem
3076 Lahring
Fenton, MI 48430

Dear Ms. Horton:

This letter is to advise you that the 05/23/2022 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
R400.8110	A licensing notebook was not on premises.	A licensing notebook will be created to include all required inspection reports and summary sheet. The PD will be responsible for ensuring the notebook is maintained and remains onsite.	05/23/2022
R400.8112	Identified child care staff member (substitute), C.W. have not been determined eligible through the child care finger printing system.	Moving forward before an staff has contact with children a LARA comprehensive background check to determine eligibility must be in their personnel file.	05/22/2022
R400.8112	Signed consent and disclosure forms for all staff were not onsite. Attempts to obtain this information was	Signed consent and disclosure forms for all staff will be completed at the time of finger printing and maintained in staff files at all times.	05/23/2022

	made, however, there were not successful.		
R400.8113	Program director, Chelsea Horton, share she is not onsite full time for the before and after care program. I discussed assigning a site supervisors due to Ms. Horton working full time at another site. At the time of this written report, the required documents for a site supervisor had not been received.	Multi-site director will assign site supervisor and forward all documents to LARA consultant.	05/23/2022
R400.8125	The six staff members (2 identified as subs) did not have a written statement indicating the information identified in this rule on file.	Multip-site director will include a statement in the handbook to be signed by current and new hire staff indicating, a, b, c of this rule.	05/23/2022
R400.8128	Child care staff members did not have verification of their TB status onsite. Attempts to obtain this information was made, however, there were not successful.	Moving forward before any staff has contact with any child a TB verification must be in their personnel file.	05/23/2022
R400.8131	Multiple child care staff members did not have the required refresher trainings for 2020 and 2021.	All staff will be in full compliance of training requirements of this rule. Multi-site director will identify staff not in compliance and have them complete trainings courses by 08/01/2022.	05/23/2022
R400.8131	Multiple child care staff members did not have the required trainings identified in this rule.	All staff will be in full compliance of training requirements of this rule. Multi-site director will identify staff not in compliance and have them complete trainings courses by 08/01/2022.	05/23/2022
R400.8161	All required emergency procedures of this rule were not posted and placed visible to staff and parents.	Staff will be trained and perform required drills according to licensing requirements for fire drills.	05/23/2022
R400.8161	Fire drills had not been practiced during the before and after care programs.	Staff will be trained and perform required drills according to licensing requirements for fire drills.	05/23/2022

R400.8161	Tornado drills had not been practiced during the before and after care programs.		05/23/2022
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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 (810) 787-7031.

Sincerely,



RaSheeda Mitchell, Licensing Consultant
Bureau of Community and Health Systems
4809 Clio Road
Flint, MI 48504