



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

December 14, 2022

Terry Matlock
Terry Matlock School of Performing Arts, Inc.
9040 Creekwood Lk Tr
Grand Blanc, MI 48439

RE: License #: DC250283259

RE: SI LOG #: **Matlock Grand Pointe
1350 Grand Pointe Court
Grand Blanc, MI 48439**

Dear Ms. Matlock:

This letter is to advise you that the 12/14/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study Report, is approved.

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400. 8112(1) Comprehensive background check; fingerprinting.	On December 14, 2022, I reviewed child care staff member Chelsea Nebraski's file. She was not fingerprinted prior to caring for children.	Program Director Natalie Anderson acknowledged that she did not fingerprint her before starting, which is required. She agreed to comply with this requirement at all times.	December 14, 2022, and ongoing
R 400. 8131(3) Professional development requirements.	On December 12, 2022, 2 of the 5 reviewed staff files showed that they had not completed the shaken baby/head trauma training before caring for children.	Ms. Anderson agreed to have all new staff hired take this training as required.	December 14, 2022, and ongoing

R 400. 8131(4) Professional development requirements.	On December 12, 2022, 2 of the 5 reviewed staff files showed that they had not completed the infectious disease training before caring for children.	Ms. Anderson agreed to have all new staff hired take this training as required.	December 14, 2022, and ongoing
R 400. 8131(5) Professional development requirements.	On December 12, 2022, 2 of the 5 reviewed staff files showed that they had not completed the professional development requirements within 90 days of hiring.	Ms. Anderson agreed to have all new staff hired take this training as required.	December 14, 2022, and ongoing

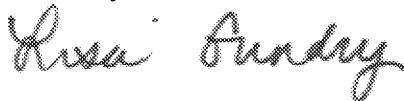
Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

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

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.

Sincerely,



Lisa Gundry, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa St.
 P.O. Box 30664
 Lansing, MI 48909-8164
 (810) 931-1220

