



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 21, 2022

Kelly Gignilliat
Jessica Anderson
Traverse City Area Public Schools
412 Webster Street
Traverse City, MI 49686

RE: License #: DC280082139

**TCAPS Child Care - Willow Hill
1250 Hill St
Traverse City, MI 49684**

Dear Ms. Anderson:

This letter is to advise you that the 04/19/2022 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
R 400.8152(4)	During the inspection, I found an epi-pen and an Albuterol inhaler onsite with no pharmacy label.	Ms. Anderson reported that effective immediately, all medications will have the pharmacy label attached to it. The label will include physicians name, child's first and last name, instructions, name and strength of the medication. Staff will ensure all medication will be administered according to the instructions. The lead teacher has also requested the pharmacy label for both	04/19/2022

		<p>medications from the parent. To maintain compliance, the Licensee Designee, and the Program Director will conduct periodic checks of all medications. The classroom teacher will be responsible for obtaining medication with the pharmacy label for any child needing medication.</p>	
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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 (231) 922-5309.

Sincerely,



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