



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 4, 2023

Kimberly Chesney
Traverse City Christian Schools
753 Emerson Road
Traverse City, MI 49696

RE: License #: DC280313616

RE: SI LOG #: **Traverse City Christian Schools
753 Emerson Road
Traverse City, MI 49696**

Dear Ms. Chesney:

This letter is to advise you that the 04/04/2023 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
MCL 722.115n(1)	During the inspection, ISD staff member Carrie Orton has been providing speech services to two children outside of the classroom. Ms. Orton is not listed on the release of child section on the children's child information cards and there was no signed authorization from the parent.	The licensee designee will have the parents sign authorization to allow Ms. Orton to complete speech services with the child. To maintain compliance, the licensee designee will review all paperwork before allowing ISD staff to work in the classroom or pull children out of the classroom to ensure compliance.	04/11/2023

MCL 722.115n(3)	During the inspection, child care staff members Stephen Anderson and Elizabeth Anderson did not have a signed consent and disclosure form on file.	The program director will have Stephen and Elizabeth Anderson complete a consent and disclosure form. To maintain compliance, the program director will review staff paperwork prior to individuals completing their fingerprints for the comprehensive background check.	04/15/2023
R 400.8125(5)	During the inspection, child care staff members Stephen Anderson and Cassidy Teglas-Stahl did not have a signed abuse and neglect statement on file at the school.	The program director will have both child care staff members complete and sign the abuse and neglect statement. To maintain compliance, the program director will review staff records three times a year.	04/11/2023
R 400.8131(12)	During the inspection, the MiRegistry account showed that child care staff member Stephen Anderson did not complete the MiRegistry 2022 Refresher until 02/28/2023.	Stephen Anderson has already completed the MiRegistry 2022 Refresher. To maintain compliance, the program director will review staff trainings for three times year.	04/04/2023
R 400.8152(4) R 400.8152 (6)	<p>During the inspection, I observed an epi-pen and an Auvi-Q epi-pen without a pharmacy label indicating the physician's name, child's first and last name, instructions, name and strength of the medication, and must be given according to those instructions.</p> <p>During the inspection, I found a bottle of Benadryl and a bottle of liquid Children's allergy medication which indicated</p>	The program director will have parents obtain the missing pharmacy label and written authorization from the children's physicians for the Benadryl and Children's Allergy medication. To maintain compliance, the program director will review medication three times a year.	04/18/2023

	that children under the age of 6 years old can only take the medication with authorization from a physician. Neither medication had written authorization from the child's physician.		
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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,



Codie Mayhew, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(231) 342-5006 – Cell
(517) 284-9730- Main
(517)-763-0217- Fax
MayhewC@michigan.gov