



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

May 2, 2023

Shannon Galla
 Grand Traverse Bay YMCA
 3700 Silver Lake Drive
 Traverse City, MI 49684

RE: License #: DC280379266
 RE: SI LOG #: 2023D0717006
YMCA Child Development Center
1027 McRae Hill Rd
Traverse City, MI 49685

Dear Ms. Galla:

This letter is to advise you that the 04/18/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Special Investigation 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 400.8158(3) Incident, accident, injury, illness, death, fire reporting.	Program director Ms. Galla did not report Child A's injury to the department within 24 hours of learning that Child A was taken to the doctor following his head injury on 03/08/2023.	Program director Ms. Galla will make a verbal notification to the department within 24 hours whenever a child seeks medical attention from an injury at the center.	Immediately and ongoing

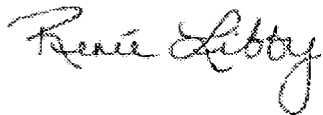
R 400.8158(4) Incident, accident, injury, illness, death, fire reporting.	Ms. Galla did not provide the department with a written incident report regarding Child A's injury within 72 hours of a verbal report as required.	Program director Ms. Galla will make a written report within 72 hours of a verbal report as outlined by the rule.	Immediately and ongoing
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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,



Renee Libby, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30837
 Lansing, MI 48909
 (231) 357-3087