



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 17, 2023

Kristopher Hall/Sandy Ehlers
SEEDS
P.O. Box 2454
Traverse City, MI 49685-2454

RE: License #: DC280395205
SEEDS-Fife Lake Elementary
108 Pierce St
Fife Lake, MI 49633

Dear Mr. Hall/Ms. Ehlers:

This letter is to advise you that the 04/14/2023 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
R 400.8131(11) Professional development requirements.	Records of each staff member's professional development was not kept on file at the center or online at MiRegistry.	Going forward, the licensee designee and program director will ensure that hard copies of professional development will be stored onsite in employee files.	Immediately and ongoing
R 400.8131(12) Professional development requirements.	One child care staff member did not complete the Health and Safety Refresher in 2021.	The licensee designee and program director will ensure that the staff member completes the health and safety 2021 refresher. Documentation will be kept on file.	By 04/14/2023

R 400.8152(4) Medication; administrative procedures.	One child's inhaler did not have a pharmacy label as required by the rule.	The program director gave the medication back to the child's parent for proper labeling.	By 04/17/2023
R 400.8161(1)(e) Emergency procedures.	Crisis management did not include licensing-compliant procedures for intruders, active shooters, bomb threats, and other man-made events.	The licensee designee and program director will write licensing-compliant crisis management plans.	By 04/21/2023
R 400.8350(5) Toilets; hand washing sinks.	The hot water line to provide warm running water was not operational at these two handwashing sinks.	The program director contacted maintenance to turn the hot water line in the bathrooms. The hot water line will be reinstalled in the classroom and children will only wash hands in sinks with warm running water until then.	04/17/2023 By 07/2023 Immediately and ongoing
R 400.8380(11) Maintenance of premises.	Child care staff used a disinfectant called E-23 on the cafeteria tables before snack. The disinfectant was stored in a small spray bottle that did not meet the manufacturer's criteria. The manufacturer's directions state that this disinfecting product must not be used on food contact surfaces.	The program director immediately stopped using the E-23 disinfectant. Child care staff will only use the bleach water solution on all food contact surfaces.	As of 04/13/2023 and ongoing

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,

A handwritten signature in cursive script that reads "Renee Libby". The signature is written in black ink and is positioned below the word "Sincerely,".

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