



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 20, 2023

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

RE: License #: DC280395924

**TCAPS Childcare - Eastern Elementary School
1600 Eastern Ave
Traverse City, MI 49686**

Dear Ms. Anderson:

This letter is to advise you that the 03/20/2023 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 400.8152(3)	During the inspection, I observed an epi-pen not in its original container in classroom 132.	The licensee designee and lead teacher will work with parents to ensure that all medication is stored in its original container. They have obtained the Epi-pen's original container with the pharmacy label. To maintain compliance, the program director will review medications two to three times a year to ensure all medications have the appropriate documentation and that they are	03/20/2023

		being stored according to the instructions.	
R 400.8152(4)	In classroom 132, I found an epi-pen without a pharmacy label.	The licensee designee and lead teacher will work with parents to ensure that all medication is stored in its original container. They have obtained the Epi-pen's original container with the pharmacy label. To maintain compliance, the program director will review medications two to three times a year to ensure all medications have the appropriate documentation and that they are being stored according to the instructions.	03/20/2023

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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