



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

DR BEVERLY WALKER
GRIFFEA
DIRECTOR

8/1/2024

Brigid Wilson
Munson Royal Drive
5222 N Royal Dr., Traverse City, MI, , 49684

License Number: DC280400761

Dear Brigid Wilson,

This letter is to advise you that the 7/30/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, 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 400.8125(5)	A supervised volunteer did not have a written statement on file before volunteering regarding child abuse/neglect laws, center policies about abuse/neglect, and mandated reporting as required by the rule.	When the CTC student comes back in the fall P.D. Will make sure she has a signed copy of the abuse/neglect, and mandated reporting statement before she walks into any classroom. All volunteers, including CTC students, will have completed abuse/neglect, and mandated reporting paperwork on file at the center before they volunteer.	Immediately and Ongoing

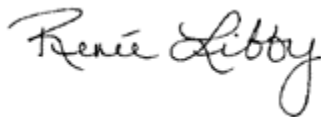
R 400.8185(2)	A toddler who was moved to a different classroom did not have an assigned primary caregiver.	The lead caregiver assigned a primary caregiver to the visiting toddler on 7/18/2024. All lead infant/toddler caregivers have been notified by P.D. that on the rare occasions that a child is moved, the lead teacher is responsible for adding the visiting child to the primary caregiver list.	7/18/2024 and Ongoing
R 400.8137(11)(c)	A potty chair was not washed, rinsed, and sanitized after use.	P.D. notified all rooms that use potty chairs that the 3 step process must be completed immediately after each use. Lead teacher of each classroom will hold all staff working in their room accountable for the 3 step sanitization process.	Immediate 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 Renee Libby at (231) 357-3087 or libbyr@michigan.gov. In the event that Renee Libby is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Renee Libby, Licensing Consultant