



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 8, 2022

Michelle Stark
L William Consulting, LLC
2295 E. M113
Kingsley, MI 49649

RE: License #: DC280406787
Pitter Patter Preschool and Child Care, Fawns
107 S Brownson Ave
Kingsley, MI 49649

Dear Ms. Stark:

This letter is to advise you that the 02/07/2022 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 400.8110(4) Applicant; licensee; licensee designee; requirements.	There was no licensing notebook on the premises.	Program director Ms. Michelle Stark compiled the licensing notebook with all required reports and completed the summary sheet. This will be updated each time a new report is received.	02/07/2022 and ongoing
R 400.8110(6) Applicant; licensee; licensee designee; requirements.	Ms. Stark did not document her arrival and departure times at the center. Child care staff members did not always sign in and out when they arrived and departed.	Ms. Stark will ensure all staff members sign in and out with arrival and departure times using a paper attendance sheet.	02/07/2022 and ongoing

R 400.8112 (2)(a) Comprehensive background check; fingerprinting.	One staff member had the wrong (Michigan Department of Education) Consent and Disclosure form on file instead of the Child Care Background Check (CCBC) form. One staff member did not sign or date Section 2 of the CCBC form.	Ms. Stark will have the employee complete the correct Consent and Disclosure form. The other staff member completed Section 2 of the form.	02/18/2022 02/07/2022
R 400.8112(2)(e) Comprehensive background check; fingerprinting.	Ms. Cramer and Ms. Stark did not accurately maintain the connection and disconnection status of each individual associated with the license in the CCBC system.	Licensee designee Ms. Jamie Cramer updated CCBC system connections for all staff members to maintain accurate connection statuses.	02/07/2022 and ongoing
R 400.8134(2)(e) Hand washing.	Child care staff members changed gloves but did not wash their hands between diaper changes.	Ms. Stark will ensure that all child care staff members wash their hands between diaper changes regardless of if they are wearing gloves.	02/07/2022 and ongoing
R 400.8137(2) Diapering; toileting.	Ms. Stark and child care staff members changed children's diapers while standing up in the child care use space outside of the bathroom. They did not use a changing pad between the children being diapered and the surface.	All staff members who change diapers while children are standing will do so in the bathroom. If children are changed laying down, they will be placed on a changing pad.	Immediately and ongoing
R 400.8143(1) Children's records.	Ms. Stark did not obtain a complete child information card, signed, and dated by the child's parent, at the time of each child's initial attendance.	Ms. Stark will ensure all missing sections of child information cards are completed by parents.	By 02/07/2022 and ongoing
R 400.8143(3) Children's records.	Ms. Stark did not obtain and keep on file a certificate of immunization,	Ms. Stark will ensure all preschool children have immunization records on file.	By 02/14/2022

	or the appropriate waiver, for each child under school- age at the time if a child's initial enrollment.		and ongoing at enrollment
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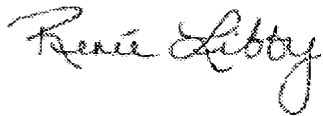
R 400.8143(6)(c) Children's records.	Ms. Stark did not obtain a record of a physical evaluation for each preschooler, completed within the preceding 12 months, within 30 days of initial enrollment.	All preschool children will have a current, valid physical evaluation record on file.	By 03/01/2022 and ongoing upon enrollment
R 400.8143(8) Children's records.	None of the school age-children enrolled had statements of health on file as required by the rule.	Ms. Stark will obtain school age statements of health for all enrolled school age children.	By 02/15/2022 and ongoing at enrollment
R 400.8152(5) Medication; administrative procedures.	Ibuprofen and Acetaminophen were accessible to children in unsecured drawers located in the school age room.	Ms. Stark had staff members remove all medications from child-accessible staff drawers. Medications will always be inaccessible to children.	As of 02/07/2022 and ongoing
R 400.8161(1)(e) Emergency procedures.	Crisis management plans for active shooters, bomb threats and other man-made events were not present at the center.	Ms. Stark wrote a crisis management plan that is posted in a known location to all staff.	As of 02/07/2022 and ongoing
R 400.8176(16) Sleeping equipment.	Sleeping mats were not washed rinsed and sanitized between uses by different children.	Ms. Stark labeled all sleeping mats with each child's name to ensure they are only used by that one child. The mats are now sanitized daily, and washed, rinsed, and sanitized once a week.	As of 01/19/2022 and ongoing
R 400.8385 Poisonous or toxic materials.	Cleaning fluid was attached to a mop hanging in the child use space and was accessible to children. Containers of bleach and other cleaning fluids were accessible in an unsecured cabinet between the bathroom and changing table.	Ms. Stark removed the Swiffer cleaning fluid removed and made it inaccessible to children. The lock on the cabinet used for cleaning supplies was repaired. Staff will notify management of a facility issue that creates a hazard of any kind.	01/18/2022 As of 02/07/2022 Immediately 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".

Renee Libby, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(231) 357-3087