



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

May 4, 2022

Kimberly Burchman  
 Okemos Public Schools Comm Ed  
 1826 Osage  
 Okemos, MI 48864

RE: License #: DC330018503

RE: SI LOG #: Okemos Kids Club Central  
 4406 N Okemos Rd  
 Okemos, MI 48864

Dear Mrs. Burchman:

This letter is to advise you that the 05/03/2022 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
R400.8128	Two out of nine child care staff members who have contact with children at least 4 hours per week for more than 2 consecutive weeks did not have a TB test in their file to verify they are free from communicable tuberculosis.	Copies of TB tests will be placed in the staff files of those that were missing. When staff files are created, Mrs. Burchman will ensure that a TB test is included in the file.	04/14/22
R400.8131(12)	Eight out of nine child care staff members were missing verification of professional development required on file at the center or online at	Mrs. Burchman will make sure that child care staff members are up to date with MiRegistry trainings and refreshers. In the future, child care staff will	06/30/22

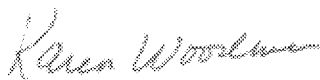
	MiRegistry including the training organization or trainer, date of the course, topic covered, and number of clock hours.	complete the trainings within the 6-month timeframe.	
R400.8385	One classroom had bleach under the sink that was accessible to children and not stored out of the reach of children.	The classroom that had bleach stored under the sink have moved it to a cupboard that is out of the reach of children. Mrs. Burchman will add "all toxic materials are out of the reach of children" to the weekly classroom checklist.	04/29/22
R4008131(11)	Eight out of nine child care staff members were missing verification of professional development required on file at the center or online at MiRegistry including the training organization or trainer, date of the course, topic covered, and number of clock hours.	Mrs. Burchman will make sure that staff provide verification of trainings they complete. She will review the files annually to ensure the verification is added to the staff files.	06/30/22

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 (517) 284-9730.

Sincerely,



Karen Woodman, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa Street  
 P.O. Box 30664  
 Lansing, MI 48909  
 (517) 285-9301