



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 31, 2023

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

RE: License #: DC330065975
Okemos Kids Club Bennett Woods
2650 Bennett
Okemos, MI 48864

Dear Ms. Burchman:

This letter is to advise you that the 05/26/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection 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(9)	The department was not notified of the separation of the program director or the plan for replacement of the individual within 5 days.	Licensing was notified at the inspection date. In the future, the licensee designee will notify the licensing consultant within 5 days of any changes to the program director.	05/26/2023
R 400.8134 (3)(a)	Child care staff members did not ensure that children washed their hands before snack.	A child care staff member will supervise the bathrooms in the time before snack to ensure children are washing their hands. The multi-site school age supervisor will monitor this is happening during weekly site visits.	05/26/2023

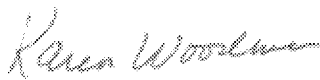
R 400.8143(8)	All child files were missing a signed statement from a school-age child's parent confirming the child is in good health with activity restrictions noted, the child's immunizations are up-to-date, and the immunization record or appropriate waiver is on file with the child's school.	The signed statements of good health have been placed onsite at Bennett Woods. Going forward, the registrar will be sure the signed statements are received from each family at the time of registration and send the copies to the site. The multi-site school age supervisor will monitor the signed statements monthly to ensure they are all received.	05/26/2023
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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