



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 24, 2022

Bethany Griffin
c/o Capital Area Community Services, Inc.
101 E. Willow
Lansing, MI 48906

RE: License #: DC330250450
South Cedar Head Start
2357 Commerce Dr.
Holt, MI 48842

Dear Ms. Griffin:

This letter is to advise you that the 05/24/2022 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 400.8113(1)	The program director for the center did not receive prior approval from the department.	You indicated that a child care information request form and credentials will be submitted for review and approval prior to hiring a program director.	05/18/2022
R 400.8143(1)	All of the ten child information cards reviewed were missing information. Items such as date of admission, parent contact numbers, doctor contact information, and whether the child has allergies,	You indicated that child information cards would be complete and on file prior to initial care.	05/18/2022

	special needs, or special instructions were missing.		
R 400.8176(16)	Mats were being stored in contact with each other but were not being washed, rinsed, and sanitized prior to use. Mats were being washed, rinsed, and sanitized after use.	You indicated that mats that have sleep surfaces that touch other surfaces during storage will be washed, rinsed, and sanitized prior to use.	05/18/2022

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,



Jessica Rindfleisch, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (517) 899-5744