



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
ACTING DIRECTOR

4/22/2024

KRESA West Campus Head Start
4606 Croyden Ave, Kalamazoo, MI, , 49006

License Number: DC390343652

Dear Norma Ash,

This letter is to advise you that the 4/22/2024 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 400.8131(12)	Three out of seven child care staff member files reviewed did not complete the 2023 health and safety refresher training.	K-RESA will/has implemented strategies to ensure that all staff complete the required trainings prior to caring for children, including annual refresher trainings. K-RESA HR, Head Start Leadership, Site supervisors will monitor for compliance.	5/3/2024
R 400.8131(3)	Two out of seven child care staff files reviewed did not complete shaken baby, abusive head trauma, child maltreatment, or recognition and reporting of child abuse and neglect prior to caring for children.	K-RESA will/has implemented strategies to ensure that all staff complete the required trainings prior to caring for children. K-RESA HR, Head Start Leadership, Site supervisors will monitor for compliance.	04/19/24

R 400.8131(4)	Two out of seven child care staff files reviewed did not complete prevention and control of infectious disease, including immunizations training prior to caring for children.	K-RESA will/has implemented strategies to ensure that all staff complete the required trainings prior to caring for children. K-RESA HR, Head Start Leadership, Site supervisors will monitor for compliance.	04/19/2024
R 400.8131(5)	One out of seven child care staff files reviewed has not completed the require health and safety training.	K-RESA will/has implemented strategies to ensure that all staff complete the Initial and annual required Health and Safety trainings prior to caring for children. K-RESA HR, Head Start Leadership, Site supervisors will monitor for compliance.	04/19/24
R 400.8110(6)	Some child care staff members are not consistently keeping their daily attendance records.	Staff are required to keep attendance records of all staff/volunteers who enter/exit the classroom. Site Supervisors will monitor for compliance.	04/19/24
R 400.8134(2)(c)	Child care staff members in one classroom did not wash their hands before serving food. They did put gloves on, but handwashing is required.	Staff are required to wash their hands before serving food even if they put gloves on. Site Supervisors will monitor for compliance.	04/19/24
R 400.8128	One child care staff member's TB test is from 2019 and they did not start at the facility until 2023. Verification of TB status is required within 1 year of employment.	Program will obtain and keep on file that all staff and volunteers that has contact with children at least 4 hours/week documentation of a TB test done within one year before employment/volunteerin g. K-RESA HR and K-	04/19/24

		RESA Head Start Leadership will monitor for compliance.	
R 400.8125(5)	One child care staff member did not sign the abuse and neglect statement at the time of hiring. It was completed one month after their start date.	Program will keep a copy of the signed abuse and neglect statement for all staff obtained at the time of hiring. K-RESA Human Resources and K-RESA Head Start Leadership will monitor for compliance.	04/19/24

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 Julia Majka at (269) 615-6039 or majkaj@michigan.gov. In the event that Julia Majka is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Julia Majka, Licensing Consultant