



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 7, 2021

Kathleen Conroy
Tutor Time Learning Centers, LLC
21333 Haggerty Road, Suite 100
Novi, MI 48375

RE: License #: DC410250291
RE: SI LOG #: 2021D1078009
**Tutor Time Child Care Learning Center
6690 Old 28th Street, SE
Grand Rapids, MI 49546-6946**

Dear Ms. Conroy:

This letter is to advise you that the 06/07/2021 corrective action plan you submitted, regarding each rule violation cited in the recently completed Special Investigation 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
8125 Staff and Volunteers	Megan Gardner roughly handled a child in care.	Megan Gardner is no longer an employee at the child care facility.	4/23/21
	Rebecca Novak, program director, did not provide appropriate care and supervision by knowing Megan Gardner had inappropriate interactions with children in care.	Kathleen Conroy provided training to Rebecca Novak on the policy requirements in reporting concerns with staff. They will discuss any staff issues together pertaining to inappropriate interactions with children in care.	6/4/21
		Kathleen Conroy will conduct a training with all staff on	6/14/21

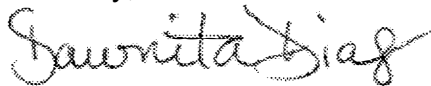
		appropriate care and supervision.	
8140 Discipline	Megan Gardner did not use appropriate discipline with children in care.	Megan Gardner is no longer employed at the child care facility.	4/23/21

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 (616) 356-0183.

Sincerely,



Dawnita M. Diaz, Licensing Consultant
 Bureau of Community and Health Systems
 12185 James Street, Suite 200
 Holland, MI 49424
 (616) 402-9376