



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

January 5, 2022

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

RE: License #: DC410250291
RE: SI LOG #: 2022D0607002
Tutor Time Child Care Learning Center
6690 Old 28th Street, SE
Grand Rapids, MI 49546-6946

Dear Ms. Miller:

This letter is to advise you that the 12/30/2021 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
R 400.8125(1) Staff; volunteer; requirements.	Rebecca Novak, program director, did not assure that appropriate care and supervision was provided to children at all times. She was aware of a previous investigation where Mr. Fowler inappropriately grabbed the arm of a child as a form of discipline. She did not assure that Mr. Fowler received further training regarding appropriate	Ms. Novak will provide monthly meetings to staff to "Positive Guidance and Redirection.	01/17/2022
		Ms. Novak and Ms. Quinn will support staff in the rooms by providing breaks.	12/30/2021 and ongoing
		Ms. Novak will assign training on behavior support for staff as needed.	12/30/2021 and ongoing

	interactions and discipline techniques with children.	Ms. Novak will provide guidance to staff on interactions as needed.	12/30/2021 and ongoing
		This plan will be reviewed by Ms. Miller and Ms. Novak on a regular basis.	12/30/2021 and ongoing
R 400.8140(1) Discipline.	Mr. Fowler did not use positive methods of discipline with Child B on October 18, 2021, when he roughly handled her while moving her to a chair.	Ms. Fowler was terminated from employment.	10/22/2021
		Ms. Miller and Ms. Novak will focus on ensure staff provide positive guidance and redirection.	12/30/2021 and ongoing

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, please contact the local office at (517) 284-9730.

Sincerely,



Jessica Miranda-Bevier, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 P.O. Box 30664
 Lansing, MI 48909
 (616) 498-5459