



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

October 20, 2021

Attn: Wendy Hardy  
Our Savior Evangelical Lutheran Church  
13667 W Highland Rd  
Hartland, MI 48353

RE: License #: DC470017848

RE: SI LOG #: Our Savior Lutheran Preschool  
13667 W Highland Road  
Hartland, MI 48353

Dear Ms. Hardy:

This letter is to advise you that the 10/19/2021 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study 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
R400.8143(1) Children's records.	Nine of the ten children's records reviewed were missing information such as date of admission, allergies, and special needs.  One of the ten children records (J.O.) did not have a child information card on file.	All cards will be completed with all portions filled in.	November 1, 2021.

R400.8152(2) Medication; administrative procedures.	E.E. and C.S. did not have completed medication permission forms.  E.E. has Infant Tylenol and C.S. has Children's Allergy Relief and Epinephrine.	All parents who desire medications given to their child will complete a medication permission form.  One form per each medication.	November 1, 2021
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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,



Thanh Biehl, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(734) 417-8580