



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 24, 2022

Gwenis Laura
Holy Spirit Catholic Church
9565 Musch Rd.
Brighton, MI 48116

RE: License #: DC470392841

RE: SI LOG #: Holy Spirit Roman Catholic School
9565 Musch Road
Brighton, MI 48116

Dear Ms. Laura:

This letter is to advise you that the 03/17/2022 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
R400.8112 (1)(c) Comprehensive background check; fingerprinting.	Two of the four child care staff members (M.D. and J.D.) did not complete the comprehensive background check. M.D. and J.D. are substitute child care staff members.	M.D. appointment scheduled; the results will be maintained in the personnel file. J.D. will no longer substitute in the pre-kindergarten classroom.	03/21/2022 03/10/2022
R400.8112 (2)(a) Comprehensive background check; fingerprinting.	Two of the four child care staff members (M.D. and J.D.) did not complete the	M.D. completed the Consent and Disclosure form; the form is in the personnel file.	03/14/2022

	<p>Consent and Disclosure form.</p> <p>M.D. and J.D. are substitute child care staff members.</p>	<p>J.D. completed the Consent and Disclosure form; the form is in the personnel file.</p>	<p>03/12/2022</p>
<p>R400.8125 (3) Staff; volunteer; requirements.</p>	<p>Two of the two volunteer records (E.K. and A.G.) reviewed did not have a public sex offender registry (PSOR) clearance.</p>	<p>The program director completed the PSOR for E.K. and A.G. The results are kept in the personnel files.</p>	<p>03/17/2022</p>
<p>R400.8125 (5) Staff; volunteer; requirements.</p>	<p>One of the two volunteer records (A.G.) reviewed did not have a signed and dated statement indicating that child abuse and neglect of children is against the law, that he/she has been informed of the center's policies on child abuse and neglect, and that he/she knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.</p> <p>Two of the four child care staff members (M.D. and J.D.) did not have a signed and dated statement indicating that child abuse and neglect of children is against the law, that he/she has been informed of the center's policies on child abuse and neglect, and that he/she knows that all</p>	<p>A.G., M.D., and J.D. have all signed a child abuse and neglect statement. The forms are kept in the personnel files.</p>	<p>03/17/2022</p>

	staff and volunteers are required by law to immediately report suspected abuse and neglect to children's protective services.		
R400.8131 (3) Professional development requirements.	Two of the four child care staff members (M.D. and J.D.) did not complete the training on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect before caring for children.	M.D. will complete the MiRegistry Health and Safety Part I training. J.D. will no longer substitute in the pre-kindergarten classroom.	04/01/2022 03/10/2022
R400.8131(4) Professional development requirements.	Two of the four child care staff members (M.D. and J.D.) did not complete the training on prevention and control of infectious disease training, including immunizations before caring for children.	M.D. will complete the MiRegistry Health and Safety Part II training. J.D. will no longer substitute in the pre-kindergarten classroom.	04/01/2022 03/10/2022
R400.8134 (4) Hand washing.	Guidelines for hand washing were not posted in the girls' and boys' bathrooms.	Handwashing signs are posted in the girls' and boys' bathrooms.	03/17/2022
R400.8143 (6)(c) Children's records.	One of the nine children's files (J.L.) reviewed did not have a physical on file.	J.L. physical is on file.	03/14/2022

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,

A handwritten signature in cursive script that reads "Thanh C. Biehl".

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