



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
ACTING DIRECTOR

3/11/2024

Attn: Kimberly Pavlock
Holy Spirit Roman Catholic School
9565 Musch Road
Brighton, MI, 48116

License Number: DC470392841

Dear Ms. Pavlock,

This letter is to advise you that the 3/8/2024 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 400.8125(5)(c)	The program director and child care staff members do not have signed statements at the time of hiring indicating all of the following information: c) The individual knows that all staff and volunteers are required by law to immediately report suspected abuse and neglect to children’s protective services.	Signed statements by the program director and child care staff members will be completed and on file.	03/15/2024
R 400.8125(5)(a)	The program director and child care staff members do not have signed statements at the time of hiring indicating all of the following information: a)	Signed statements by the program director and child care staff members will be completed and on file.	03/15/2024

	The individual is aware that abuse and neglect of children is against the law.		
R 400.8125(5)(b)	The program director and child care staff members do not have signed statements at the time of hiring indicating all of the following information: b) The individual has been informed of the center's policies on child abuse and neglect.	Signed statements by the program director and child care staff members will be completed and on file.	03/15/2024
R 400.8131(10)	Child care staff members (E.T.) did not complete training in First Aid and CPR training within 90 days of being hired. E.T. was hired on 09/05/2023; she completed the CPR and First Aid training on 03/04/2024.	E.T. will complete the in-person portion of the CPR and First Aid training.	03/16/2024
R 400.8131(5)(c)	Child care staff members (E.T.) did not complete the trainings on Building and Physical Premises Safety (including Playground Safety) and Emergency Preparedness and Response Training. The trainings are included in the Health and Safety Part C. E.T. did not complete the Health and Safety Part C.	E.T. will complete the Health and Safety Part C.	03/18/2024
R 400.8131(5)(d)	Child care staff members (E.T.) did not complete the trainings on Building and Physical Premises Safety (including Playground Safety) and Emergency Preparedness and Response Training. The	E.T. will complete the Health and Safety Part C.	03/18/2024

	<p>trainings are included in the Health and Safety Part C.</p> <p>E.T. did not complete the Health and Safety Part C.</p>		
R 400.8143(11)	The child care center does not have attendance records with the child's first and last name and each child's arrival time.	Attendance records including the child's first and last name and arrival time will be in place by the next after school date.	03/13/2024.

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 Thanh Biehl at (734) 417-8580 or biehl@michigan.gov. In the event that Thanh Biehl is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Thanh Biehl, Licensing Consultant