



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 24, 2023

Kimberly Pavlock
Holy Spirit Catholic Church
9565 Musch Rd.
Brighton, MI 48116

RE: License #: DC470392841
Holy Spirit Roman Catholic School
9565 Musch Road
Brighton, MI 48116

Dear Ms. Pavlock:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 05/23/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

The violations that were found are:

R 400.8131 Professional development requirements.

(3) Before caring for children, all child care staff members and unsupervised volunteers who work directly with children shall be trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.

The program director did not complete the training on prevention of shaken baby syndrome, abusive head trauma, child maltreatment, and recognition and reporting of child abuse and neglect before working with children.

R 400.8161

Emergency procedures.

(5) A fire drill program, consisting of at least 1 fire drill quarterly, must be established and implemented.

The child care program did not complete quarterly fire drills in 2022. The center completed fire drills on 03/02/2022, 04/28/2022, 10/14/2022, and 11/08/2022.

The center did not complete a fire drill in the 3rd quarter from July through September.

On May 23, 2023, you gave us an acceptable written corrective action plan.

During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when inspection letters are completed can be found under [Overview of Licensing Reports](#).

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.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

A handwritten signature in black ink that reads "Thanh C. Biehl". The signature is written in a cursive style with a large initial 'T'.

Thanh Biehl, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(734) 417-8580