



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 31, 2022

Nicole Provo
Roseville Comm Schools
18975 Church Street
Roseville, MI 48066

RE: License #: DC500019149
Roseville - Huron Park Latchkey
18530 Marquette St
Roseville, MI 48066

Dear Ms. Provo:

This letter is to advise you that the 05/24/2022 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
R 400.8112(1)(c) Comprehensive background check; fingerprinting.	A substitute child care staff member did not have a comprehensive background check before working with children.	A list of eligible substitute child care staff members has been provided to administration as well as the GSRP clerk to ensure that only individuals who have been found eligible on the background check system are providing care to children.	06/17/2022
R 400.8112 (2) and (2)(e) Comprehensive background check; fingerprinting.	There were an additional 14 individuals on the comprehensive background check system that were not listed on the staffing plan. Those individuals did not	Ms. Provo has ensured that a review of the comprehensive background check was conducted and all individuals who should be connected to the license were connected and all	06/17/2022

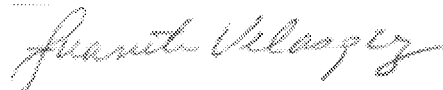
	<p>have consent and disclosure forms on file at the center.</p> <p>The additional 14 individuals listed on the comprehensive background check system were either no longer working for the district, had changed locations or their status was unknown.</p>	<p>individuals who needed to be disconnected were then disconnected. The individuals remaining on the background check system are to complete the missing documentation required. All new hires will be connected only to the sites where they are working and once they have left that site, will be removed from the system.</p>	
R 400.8128 Staff; volunteer; tuberculosis.	<p>Three out of 12 staff files reviewed were missing documentation of TB status.</p>	<p>Ms. Provo is working with the GSRP clerk to determine the individuals missing TB tests. Those individuals will be required to complete a TB test. All new hires will have their TB tests forward to the site.</p>	06/17/2022
R 400.8152 (2) Medication; administrative procedures.	<p>One child's prescription medication had a written permission slip that was not signed by the parent.</p>	<p>Ms. Provo will ensure that written consent is received from parents.</p>	06/17/2022
R 400.8335(8) Food services and nutrition; provided by center.	<p>A container of milk for one specific child was opened on 04/12/2022 and had not been disposed of by 04/21/2022.</p>	<p>A review of the rule has been conducted with GSRP child care staff members and any opened milk will be disposed of within 7 days of opening.</p>	06/17/2022

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 "Juanita Velasquez".

Juanita G. Velasquez, Licensing Consultant
(586) 256-2044