



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 29, 2022

Janice Raska-Dolan
New Haven Community Schools
58233 Gratiot
P.O. Box 482000
New Haven, MI 48048

RE: License : DC500309856
New Haven Elementary
57701 River Oaks Drive
PO Box 482000
New Haven, MI 48048

Dear Mrs. Raska-Dolan:

This letter is to advise you that the 11/29/2022 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(2)(b) Comprehensive background check; fingerprinting.	There are fifteen people connected to the facility on the background check system. One individual's consent and disclosure forms were on file onsite.	The licensee designee will meet with school administration to block out personally identifiable information on the consent and disclosure forms and a copy will be placed in the file.	12/22/2022
R 400.8112(2)(e) Comprehensive background check; fingerprinting.	There are fifteen people connected to the license. The licensee designee indicated that three off those individuals should no	The licensee designee will meet with school administration to remove employees on the background check system that are no longer associated with the license.	12/22/2022

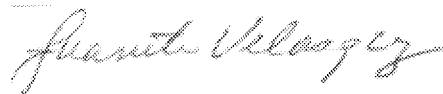
	longer be connected to the license.		
R 400.8128 Staff; volunteer; tuberculosis.	Six child care staff members were missing verification of their TB status.	The licensee designee will update the files and ensure all staff have verification of a TB test.	12/22/2022
R 400.8131(3) Professional development requirements.	Five child care staff members were missing training on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.	The licensee designee will ensure that all child care staff members who are out of compliance complete the training. Training will become a part of new hire orientation. Documentation of training will be kept on file.	11/29/2022 and ongoing.
R 400.8131(4) Professional development requirements.	Five child care staff members were missing training on prevention and control of infectious disease training, including immunizations.	The licensee designee will ensure that all child care staff members who are out of compliance complete the training. Training will become a part of new hire orientation. Documentation of training will be kept on file.	11/29/2022 and ongoing.
R 400.8131(5) Professional development requirements.	Four child care staff members did not have the trainings in subsections (a)-(g). One child care staff member did not have the training, but had been hired less than 90 days.	The licensee designee will ensure that all child care staff members who are out of compliance complete the training. Training will become a part of new hire orientation. Documentation of training will be kept on file.	11/29/2022 and ongoing.
R 400.8131(6) Professional development requirements.	Four child care staff members and the program director did not have documentation of 16 hours of annual professional development available for review.	The licensee designee will review staff professional development records and assist child care staff members register for training. Licensee designee will also conduct monthly trainings.	11/29/2022 and ongoing.

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, reading "Juanita Velasquez".

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