



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 12, 2022

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

RE: License #: DC500393423
Dort Elementary
16225 Dort Street
Roseville, MI 48066

Dear Ms. Provo:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 05/04/2022. 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 400.8112 Comprehensive background check; fingerprinting.

- (2) An applicant or licensee shall do all of the following:
 - (b) Maintain a copy of the completed and signed form or forms for each individual entered into the child care background check system under the license.

There are 17 individuals listed on the comprehensive background check and six out of the 17 did not have a consent and disclosure form on file at the center.

R 400.8112 Comprehensive background check; fingerprinting.

- (2) An applicant or licensee shall do all of the following:
 - (e) Within the department's child care background check system, accurately complete and maintain the connection,

disconnection, or withdrawn status of each individual associated with the license.

The center has not maintained the background check system. Individuals who are no longer associated with the license or whose status is unknown have not been removed from the license.

Due to the violations, you must send us a corrective action plan by 6/1/2022. You can use our [corrective action plan](#) form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

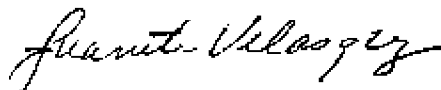
- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

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,



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