



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 5, 2023

Trisha Kwant
Clubhouse Childcare Services LLC
10565 Northland Drive
Big Rapids, MI 49307

RE: License #: DC540413431

RE: SI LOG #: **Huntley's Clubhouse Preschool & School Age Center**
14514 220th Ave
Big Rapids, MI 49307

Dear Ms. Cumings:

This letter is to advise you that the 05/02/2023 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 400.8131(3) Professional development requirements.	A child care staff member was caring for children prior to completing required trainings on shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect.	Trisha Kwant will ensure all staff have completed necessary trainings before working with children. Trisha will utilize the Huntley's Clubhouse new hire training sheet for all new staff members that will work in the Preschool and School Age Center. All current employees have the new hire training sheet completed and on file.	05/02/2023

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, appearing to read "Sara Schalk".

Sara Schalk, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(231)340-2730