



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 23, 2023

Debra McCain
Mason Central Parent Group
2400 Lakeside
Erie, MI 48133

RE: License #: DC580389469

RE: SI LOG #: Mason Central Elementary
2400 Lakeside
Erie, MI 48133

Dear Mrs. McCain:

This letter is to advise you that the 06/22/2023 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 |
|---|--|--|----------------------|
| R400.8128 Staff; volunteer; tuberculosis. | A child care staff member was missing verification of TB status. | This child care staff member has an appointment for a TB test scheduled on 6/23/23. Ms. McCain will ensure these test results are kept and maintained on file. | 06/30/2023 |
| R400.8143(2) Children's records. | 10 out of 10 child information cards reviewed, were not updated annually for the 2023 renewal as required. The last update recorded was in 2021. | Ms. McCain has established procedures for parents to review and sign the child information cards annually by 12/30 of each year. | 09/05/2023 |
| R 400.8143(8) Children's records. | 10 out of 10 child files reviewed were missing a | Ms. McCain will ensure all child files have and maintain either | 09/05/2023 |

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|--|---|--|------------|
| | signed statement of good health and information regarding immunizations from a school age child's parent. | immunization records or a statement of good health signed by the parent. | |
| R 400.8164(3) Telephone service. | There were no posted emergency phone numbers in a place visible to child care staff members. | Ms. McCain will ensure emergency phone numbers are posted in a place that is visible for all child care staff members. | 06/30/2023 |
| R 400.8330(10) Food services and nutrition generally. | There were no snack menus posted in a place that would be visible to parents. | Ms. McCain will now have parents provide snacks for their child during before and after care. | 06/30/2023 |

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,



Samantha Struppa, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
Phone: 517.449.7845