



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

July 27, 2023

Susan Mulvey  
White Lake Area Community Education  
541 E Slocum St  
Whitehall, MI 49461

RE: License #: DC610269662  
**WLACE WHTL - Community Services Bldg**  
**541 E. Slocum**  
**Whitehall, MI 49461**

Dear Mrs. Mulvey:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your center on 07/27/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Child Care Centers.

During the onsite inspection, I observed summer programming for preschool and school-aged children. When I arrived, the children were playing in a gym. I observed them transition to the classroom for free play, before preparing for rest time. Appropriate care and supervision was provided.

The violations that were found are:

**R 400.8143 Children's records.**

(1) At the time of a child's initial attendance, a center shall obtain a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent. The center shall keep it on file and accessible in the center.

Ms. Welch did not obtain completed child information cards at the time of initial attendance. Child information cards were missing required information such as the medical permissions section, parent signature and date, allergies section, and parent employer.

**R 400.8335 Food services and nutrition; provided by center.**

(8) All of the following apply to milk:

(a) Containers must be labeled with the date opened.

Ms. Welch did not ensure that all containers of milk are labeled with the date they were opened.

During the exit conference, technical assistance/consultation was provided regarding the following:

- Ms. Welch did not have complete emergency procedures posted. She will complete the template and post it.
- I talked with Ms. Welch and Ms. Mulvey about creating individualized emergency procedures for each child with a chronic medical condition (including allergies) or special need, and that this plan should be posted with the room's general emergency procedures.
- Cleaning supplies were in a cabinet accessible to children. Ms. Welch will move them or lock the cabinet.
- I reminded Ms. Welch that lunch boxes must be labeled with the child's name and date.

On 07/27/2023, you gave us an acceptable written corrective action plan.

<b>During calendar year 2023:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

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, if you continue to maintain one.

Sincerely,

*Amanda Wendell*

Amanda Wendell, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30837  
Lansing, MI 48909

(231) 492-5410