



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

July 7, 2022

Konstance Tariske  
Portside Child Development Center, LLC  
4759 Airline Rd.  
Muskegon, MI 49444

RE: License #: DC610382998

RE: SI LOG #: **Portside Child Development Center  
4759 Airline Rd.  
Muskegon, MI 49444**

Dear Mrs. Tariske:

This letter is to advise you that the 07/05/2022 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 Comprehensive background check; fingerprinting.	Ms. Tariske did not ensure that all child care staff files contained consent and disclosure form signed on file.	Ms. Tariske will keep a completed and signed consent and disclosure form for each person entered into the child care background system under the license.	07/15/2022
R 400.8112 Comprehensive background check; fingerprinting.	Ms. Tariske did not ensure that the child care background check was maintained accurately.	Ms. Tariske will accurately complete and maintain the connection, disconnection, or withdrawn status of each individual associated with the license.	07/15/2022
R 400.8113 Program director	Ms. Tariske did not ensure that while she was absent	Ms. Tariske will make sure that the person in charge is aware of	06/15/2022

qualifications; responsibilities	from the center a child care staff member was designated to be in charge and aware of where all paper work is maintained.	all the paperwork if the licensee has to take leave.	
R 400.8131 Professional development requirements.	Ms. Tarske did not ensure that 16 clock hours of professional development verification was maintained on file at the center or on MiRegistry.	I will ensure that all staff has 16 continued education/clock hours per year	07/15/2022
R 400.8131 Professional development requirements.	Ms. Tarske did not ensure that the Health and Safety Refresher 2021 were completed by child care staff members.	I will ensure that all staff has the new Health and Safety refreshers as they come available.	07/15/2022
R 400.8143 Children's records.	Ms. Tarske did not ensure that 3 of ten child care files reviewed contained child information cards.	Ms. Tarske will ensure all child care children's files contain child information cards.	07/15/2022
R 400.8143 Children's records.	Ms. Tarske did not ensure that five of ten child care files reviewed contained annually updated child information cards.	Ms. Tarske will ensure that all child information cards are updated annually.	07/15/2022
R 400.8146 Information provided to parents.	Ms. Tarske did not ensure that six of ten child care files reviewed contained signed statements from parents indicating that they received the parent handbook.	Ms. Tarske will ensure each child file contains a signed statement from parents indicating that received the parent handbook.	06/15/2022

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

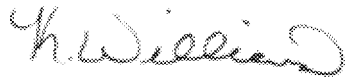
A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the

eventthat I am not available and you need to speak to someone immediately, you may contact the local office at (517) 284-9730

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Sincerely,

A handwritten signature in black ink that reads "Kortney Williams". The signature is written in a cursive style with a large, stylized initial "K".

Kortney Williams, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa St.  
P.O.Box 30664  
Lansing, MI 48909  
(231) 463-3177