



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 9, 2023

Quintina Pittman  
Boys And Girls Club Of The Muskegon Lakeshore  
PO Box 1018  
Muskegon, MI 49443

RE: License #: DC610400446

RE: SI LOG #: **Orchard View Middle School Boys & Girls Club  
35 South Sheridan  
Muskegon, MI 49442**

Dear Ms. Pittman:

This letter is to advise you that the 06/09/2023 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 400.8110 Applicant; licensee; licensee designee; requirements.	During my onsite inspection I was able to review records for the three child care staff members, two of the files did not have the name, address, and phone number for the child care staff.	Ms. Carson will make sure all child are staff members have the name, address, and phone numbers for the child care staff members.	5/31/2023
R 400.8128 Staff; volunteer; tuberculosis.	During my review of child care staff member files, one of the child care staff members did not have documentation that they	Child care staff members will get their TB tests completed and documentation will be put in the file onsite.	5/31/2023

	were free and clear of the communicable disease tuberculosis.		
R 400.8131 Professional development requirements.	All child care staff members indicate they have done several hours of training outside of the miregistry trainings that are required, however; verification of these trainings were not on file at the center.	Ms. Carson will upload the training for the child care staff members into the google drive.	5/31/2023
R 400.8134 Hand washing.	When I arrived at the child care center the child care staff members were getting the children around for dinner, prior to eating dinner the children did not wash their hands. Mr. Frye indicated that they probably used the hand sanitizer that is up by the food line.	Staff will be trained in handwashing procedures. All child care children will wash their hands prior to eating.	5/31/2023
R 400.8340 Food services and nutrition; provided by parents.	The children in care had a variety of water bottles that they use. The bottles were not labeled with the child's first and last names.	Child care staff members will label the water bottles with the child's first and last names.	5/31/2023

Sincerely,



Tarah Kline, Licensing Consultant  
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