



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

April 13, 2022

Jennifer Davis  
Holy Name School and Church  
680 Harmon Ave  
Birmingham, MI 48009

RE: License #: DC630018440

RE: SI LOG #: **Holy Name Preschool  
680 Harmon Avenue  
Birmingham, MI 48009**

Dear Ms. Davis:

This letter is to advise you that the 04/13/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection 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 400.8125(4) Staff; volunteer; Requirements.	There was no written policy regarding screening and supervision of staff and volunteers.	A policy will be developed for screening and supervision of staff and volunteers	30 days
R 400.8125(5) Staff; volunteer; Requirements.	There were no abuse/neglect statements on file for any staff members.	All staff will sign abuse/neglect statements.	30 days
R 400.8131(8)	There was no professional development plan.	A staff training plan will be developed.	30 days

Professional development requirements.			
R 400.8161(2)(b) Emergency procedures.	There was no relocation site identified in the crisis management plans.	The relocation site will be identified.	30 days

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

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. If I am unavailable and you need to reach someone immediately, you may contact the central office at (517) 284-9730.

Sincerely,



Cynthia Jalynski, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa Street  
 P.O. Box 30664  
 Lansing, MI 48909  
 (248) 860-3222