



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 25, 2022

Laura Poxon
West Bloomfield School District
5810 Commerce Road
West Bloomfield, MI 48324

RE: License #: DC630018516
Scotch Elementary School
5959 Commerce Rd
West Bloomfield, MI 48324

Dear Mrs. Poxon:

This letter is to advise you that the 02/24/2022 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 400.8131 (3) Professional development requirements.	One of the five child care staff members was not trained on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect before caring for children. Child care staff member (D.P.) was hired in February 2021. She was trained on prevention of shaken baby syndrome,	D.P. completed training on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect. Moving forward, staff will complete the training prior to caring for children.	02/24/2022

	abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect on 04/02/2021.		
R 400.8131 (4) Professional development requirements.	One of the five child care staff members did not complete prevention and control of infectious disease training, including immunizations before caring for children. Child care staff member (D.P.) was hired in February 2021. She completed prevention and control of infectious disease training, including immunizations on 04/01/2021.	D.P. completed prevention and control of infectious disease training, including immunizations. Moving forward, staff will complete the training prior to caring for children.	02/24/2022
R 400.8152 (4) Medication; administrative procedures.	In Room 4, one child's epinephrine did not have the pharmacy label on it indicating the physician's name, child's first and last name, instructions, name, and strength of the medication.	Epi-pen in Room 4 will be kept in pharmacy box with pharmacy label.	03/10/2022

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 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,

A handwritten signature in cursive script, appearing to read "Alicia Wiggins".

Alicia Wiggins, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(248) 369-7892