



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 5, 2021

Heather Hancasky
Saint Mary Catholic School
628 S Lafayette
Royal Oak, MI 48067

RE: License #: DC630019801
**St Mary Preschool
Preschool/Latchkey
628 S Lafayette
Royal Oak, MI 48067**

Dear Ms. Hancasky:

This letter is to advise you that the 11/04/2021 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
MCL 722.115p(1) Child care center, group child care home, or family child care home; potential or current child care staff member convicted of crime.	One staff was hired on 08/16/2021; but did not complete the required background check.	Staff will be fingerprinted prior to being hired. Ms. Erfourth volunteered supervised until background check was submitted. Ms. Erfourth works as supervised staff.	11/02/2021 11/09/2021 11/10/2021
R400.8128 Staff; volunteer; tuberculosis.	Five staff files were reviewed and two of the staff hired on 08/16/2021 and 08/23/2021 did not provide evidence at the time of hire.	Staff will provide documentation prior to being hired.	11/02/2021

R400.8152(3) Medication; administrative procedures.	Over the counter medications in rooms 103 and 105 were not labeled with children's last names.	All medications have been labeled.	11/01/2021
R400.8170(9) Outdoor play area.	During the on-site inspection 4 year old children were playing on the Game Time play structure that is approved for children ages 5-12 years old.	Preschool children will not use Game Time play structure.	11/02/201

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,



Cheryl Amare, Licensing Consultant
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