



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 12, 2023

Ann Robb
Oxford Area Community Schools
105 Pontiac St.
Oxford, MI 48371

RE: License #: DC630023230

RE: SI LOG #: **OES Child Care Programs**
105 Pontiac St
Oxford, MI 48371

Dear Ms. Robb:

This letter is to advise you that the 05/23/2023 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 400.8143 Children's records.	Child information cards were not reviewed and updated at least annually. Eight of ten cards were not updated by parents at least annually.	The licensee will ensure that parents review and update child information cards at least annually. The licensee will review cards in August and January.	05/23/2023
R 400.8152 Medication; administrative procedures.	Written parent permission was not obtained prior to giving a child a nonprescription medication. Two medication forms were not complete. The forms did contain information about the medication, date	The licensee will ensure that medication forms are filled out completely and accurately.	05/23/2023

	to use medication, or a written parent signature.		
R 400.8152 Medication; administrative procedures.	Child care staff did not give a nonprescription medication to a child according to the directions on the original container. Children's Tylenol was given to a child under 2 years old. Written authorization by the child's physician was not on file.	The licensee will train staff on the following directions on medication box. Medication that is not age appropriate will not be accepted.	05/23/2023

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,



Michelle Fruehan, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(248) 672-9158