



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

DR BEVERLY WALKER
GRIFFEA
DIRECTOR

07/24/2024

Stephanie Mendenhall and Terri Clark
Oakland Christian School
3075 Shimmons Rd.
Auburn Hills, MI 48326

License Number: DC630281874

Dear Ms. Mendenhall and Ms. Clark,

This letter is to advise you that the 07/24/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection, 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)	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 F. B. was hired in August 2022 and has not completed the training.	Child care staff member F.B. no longer works at our school so we will not be able to reconcile this. Moving forward, all staff will be registered for the required trainings and will be given a deadline within 90 days of their hire date to complete the training.	08/20/2024
R 400.8131(5)(c)	One of the five child care staff members did not complete building and physical premises safety training within 90 days of being hired. Child care	Child care staff member F.B. does not work at our school anymore. She will not be completing the training. In the future, staff will be	08/19/2024

	staff member F. B. was hired in August 2022 and has not completed the training.	assigned required trainings and given a deadline to complete the training and will be supported and reminded by the director.	
R 400.8131(5)(d)	One of the five child care staff members did not complete emergency preparedness and response planning training within 90 days of being hired. Child care staff member F. B. was hired in August 2022 and has not completed the training.	This employee no longer works at our school so she will not be completing the trainings. In the future, all staff will be given specific timelines to complete the training required with follow up and support from the director.	08/19/2024
R 400.8131(5)(e)	One of the five child care staff members did not complete handling and storage of hazardous materials and appropriate disposal of bio-contaminants training within 90 days of being hired. Child care staff member F. B. was hired in August 2022 and has not completed the training.	This employee no longer works in our program. Moving forward, the mandatory trainings will be assigned and will be completed within a month of being assigned to the trainings. The director will support and remind the employees to complete the training in a timely manner.	08/19/2024
R 400.8143(1)	Three of the ten children's records reviewed did not contain a signed child information card.	The 3 students that did not have a child information record on file were asked to submit a new form. They each submitted their form within 24 hours of notification. We will ensure that all children entering the program will have an updated and signed child information record prior to attending our program by giving them to the parents at our intake interviews as	06/04/2024

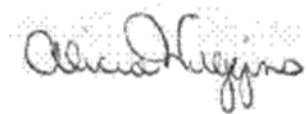
		well as meet the teacher events.	
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It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

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 Alicia Wiggins at (248) 369-7892 or wigginsa@michigan.gov. In the event that Alicia Wiggins is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at (517) 284-9730.

Sincerely,



Alicia Wiggins, Licensing Consultant