



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
ACTING DIRECTOR

03/29/2024

Michael Lloyd and Kristine Cavicchiolo
South Lyon East Preschool
52200 W. Ten Mile Road
South Lyon, MI 48178

License Number: DC630379550

Dear Mr. Lloyd and Ms. Cavicchiolo,

This letter is to advise you that the 03/21/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal 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 400.8110(6)	Child care staff members have not documented their arrival and departure times.	Child care staff members will sign in and out for each shift using pencil and paper. Licensee designee will follow up with this procedure.	04/01/2024
R 400.8128	One of the five child care staff members' records reviewed did not contain verification of TB status within 1 year before employment. Child care staff member V.M. was hired in October 2023 and her TB test was dated 12/04/2020.	Child care staff member V.M. will complete TB test. Moving forward, all staff will complete a new TB test if they have not had one completed within 1 year before employment.	04/05/2024
R 400.8131(6)	Two of the five child care staff members were	Moving forward, all staff will complete 16 clock	03/21/2024

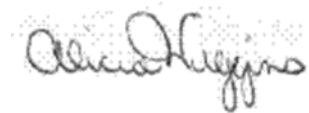
	required to complete 16 clock hours of annual professional development. One of the two child care staff members J.O. completed 4 hours of training in 2023.	hours of annual professional development and will document it on the training log.	
R 400.8131(10)	One of the five child care staff members was not trained or certified in first aid and pediatric, child, and adult cardiopulmonary resuscitation (CPR) within 90 days of being hired. Child care staff member J.C. was hired in September 2023 and she completed the training on 03/21/2024.	All new staff will complete CPR and First Aid training within 90 days of being hired.	04/12/2024
R 400.8143(1)	One of the ten children's records reviewed was missing a child information card, using a form provided by the department or a comparable substitute, that is completed and signed by the child's parent.	The emergency card (child information card) will be completed and signed by the parent. Moving forward, the information on the child information card will be mandated to be completed via the registration portal.	04/04/2024
R 400.8143(6)	Six of the ten children's records reviewed did not contain a physical evaluation within 30 days of the child's initial attendance noting if there are any restrictions.	The physical evaluations will be obtained from the parents. Moving forward, there will be a deadline for starting families to have the physical evaluation completed.	04/12/2024
R 400.8152(2)	There was no written parental permission for one child's Meijer allergy medication..	Medication permission form will be completed by parent. Moving forward, licensee designee will cross check that medications have a medication permission form signed.	04/12/2024

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,

A handwritten signature in cursive script that reads "Alicia Wiggins". The signature is rendered in a light gray, dotted or textured font.

Alicia Wiggins, Licensing Consultant