



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

August 3, 2022

Erin Keyser
Troy School District
1522 East Big Beaver Road
Troy, MI 48083

RE: License #: DC630398647

RE: SI LOG #: **Troy School District Preschool**
205 W. Square Lake Road
Troy, MI 48098

Dear Ms. Keyser:

This letter is to advise you that the 08/03/2022 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 400.8110 (6) Applicant; licensee; licensee designee; requirements.	The staff daily attendance was not accurate.	Going forward staff will sign with first and last name and accurately document in and out.	08/04/2022
R 400.8152 (3) Medication; administrative procedures.	Non-prescription medication was not labeled.	Going forward non-prescription medication will be labeled with first and last names.	08/04/2022

R 400.8152 (4) Medication; administrative procedures.	Prescription medication in two classrooms did not have the pharmacy label.	Going forward we will contact families and receive label within 3 days or send medication home.	08/06/2022
R 400.8152 (5) Medication; administrative procedures.	Two classrooms have expired medication.	Remove expired and send home.	08/04/2022
R 400.8170 (16) Outdoor play area.	The loose-filled material was not restored under the slides outside on the playground.	Communicate with M/O the need for refill of mulch.	08/03/2022
R 400.8380 (7) Maintenance of premises.	The bathroom vent in two classrooms were dirty.	Communicate to M/O the need for through vent cleaning in all classrooms.	08/15/2022

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,



Thomasa Bond, Licensing Consultant
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