



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

April 1, 2022

Randa Nasr  
St. George Child Care Center  
2160 East Maple Road  
Troy, MI 48083

RE: License #: DC630410170

RE: SI LOG #: **Troy Learning Center  
2160 East Maple Road  
Troy, MI 48083**

Dear Ms. Nasr:

This letter is to advise you that the 03/30/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Original 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 (14) Applicant; licensee; licensee designee; requirements.	The center did not have a no smoking and no vaping sign posted.	These signs have been purchased and are now posted in a place that is accessible and visible to parents, staff, and visitors. Signs state that smoking and vaping are prohibited in the center and on the center's property.	2/4/2022
R 400.8110 (3) Applicant; licensee; licensee designee; requirements.	A notice stating that the center requires a comprehensive background check on its employees and	This notice stating that the center requires a comprehensive background check on its employees and unsupervised volunteers has been created and	2/4/2022

	unsupervised volunteers was not posted.	printed and is placed by the welcome desk in the entryway.	
R 400.8112 (1) Comprehensive background check; fingerprinting.	Eligibility was not provided.	Comprehensive background check has been completed on both licensees, the licensee designee, child care teacher and director	3/10/2022
R 400.8112 (2) Comprehensive background check; fingerprinting.	Consent and disclosures were not completed.	Consent and disclosures have been completed on both licensees, the licensee designee, child care teacher and director	3/10/2022
R 400.8113(2) Program director qualifications; responsibilities.	The center does not have a program director.	Program director/part time lead teacher has been hired; resume and transcripts sent to licensing consultant	3/10/2022
R 400.8122 (2) Lead caregiver; qualifications; responsibilities.	The center does not have a lead caregiver.	Lead caregiver has been hired; resume and transcripts sent to licensing consultant	3/10/2022
R 400.8125 (4) Staff; volunteer; requirements.	The center does not have a screening policy.	Screening policy has been created and is included in the parent and employee handbook	2/4/2022
R 400.8125 (5) Staff; volunteer; requirements.	The center does not have a written statement.	Form for mandated reporting/the centers policies on abuse and neglect has been created and is part of the onboarding packet for employees; signed copies are kept in the employee's file.	2/4/2022
R 400.8131 (1) Professional development requirements.	The center does not have a new hire orientation.	Onboarding materials which include an orientation about the center's policies and practices has been created; these must be completed prior to staff being unsupervised with children.	2/4/2022

R 400.8131 (10) Professional development requirements.	CPR and First aid required for staff.	Onboarding includes CPR and first aid; certificates are kept in staff files	2/4/2022
R 400.8131 (8) Professional development requirements.	The center did not have an on-going professional development plan.	A professional development plan has been implemented and a staffing plan is used with each staff hired.	2/4/2022
R 400.8146 (1) Information provided to parents.	The center did not have a written parent handbook with the required information.	Parent handbook has been created and includes all required information.	2/4/2022
R 400.8146 (2) Information provided to parents.	The center did not have an acknowledgement statement.	Written documentation from the parent (acknowledgement statement) is collected and kept on file.	2/4/2022
R 400.8155 (1) Child accidents and incidents; child and staff illness.	The center did not have a written plan for notifying parents.	A written policy on how and when a parent is notified when personnel observe any changes in a child's health, a child experiences an accident, injury or incident or a child is too ill to remain in the group has been created and is part of the parent handbook.	2/4/2022
R 400.8155 (5) Child accidents and incidents; child and staff illness.	The center did not have a written policy detailing when children, staff, and volunteers will be excluded from the center due to illness.	A written policy on when children, staff and volunteers will be excluded from the center due to illness has been created and is part of the staff and parent handbook.	2/4/2022
R 400.8161 (1) Emergency procedures	The center did not have written emergency procedures posted.	Emergency procedures have been developed and are posted including all areas in this rule.	2/4/2022
R 400.8161 (2) Emergency procedures	The center did not have emergency procedures that	Emergency procedures include all of the required information	2/4/2022

	include the above information.		
R 400.8164(3) Telephone service.	The center did not have the information listed by the telephones.	Emergency phone numbers are posted by each phone in the program	2/4/2022
R 400.8173 (2) Equipment.	The center did not have the recall list posted.	Recall list has been printed and is posted in the entrance	2/4/2022
R 400.8173 (8) Equipment.	The center did not provide an equipment list.	Equipment list provided	3/10/2022
R 400.8330 (10) Food services and nutrition generally.	The center did not have menu.	Menus have been developed	2/4/2022
R 400.8350 (4) Toilets; hand washing sinks.	The center did not have a platform at the sinks for the children.	Platforms have been placed by the sinks	2/4/2022
R 400.8380 (7) Maintenance of premises.	Two lights in the classrooms were not working.	Lights in the classrooms have been repaired	2/4/2022
R 400.8510 (5) Plans and specifications; submission; approval; inspections.	The center did not have a furnace inspection.	Furnace has been inspected	2/4/2022
R 400.8510 (6) Plans and specifications; submission; approval; inspections.	The center did not have a hot water tank inspection.	Hot water tank has been inspected	2/4/2022

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,

A handwritten signature in cursive script that reads "Thomasa Bond".

Thomasa Bond, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(248) 860-2439