



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 9, 2022

Tina Quirk-Harmer
YMCA of Metropolitan Detroit
Suite 3A
1401 Broadway Blvd
Detroit, MI 48226

RE: License #: DC630411064
YMCA @ Royal Oak Middle School
709 N. Washington Avenue
Royal Oak, MI 48067

Dear Mrs. Quirk-Harmer:

This letter is to advise you that the 11/07/2022 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
R400.8112(1) Comprehensive background check; fingerprinting.	Staff SW had not completed the required background check fingerprinting. On 10/10/2022 staff SW was the only staff present, and was unsupervised.	Staff will be fingerprinted and connected on the system prior to working. Staff who have a supervision status will work with approved staff. All new hire paperwork will be reviewed by the program director prior to staff being scheduled to work.	10/18/2022
R400.8112(2)(e) Comprehensive background check; fingerprinting.	Staff NB began working at the location in April 2022 but was not connected with the license until 10/14/2022. Staff NL began	Staff are connected on the ccbc system.	10/18/2022

	working at the site in September 2022 but was not connected to the license until 10/13/2022.		
R400.8128 Staff; volunteer; tuberculosis.	The center did not have documentation for staff SW.	Staff will have documentation on file prior to being scheduled to work.	11/17/2022
R400.8161(3) Emergency procedures.	Emergency plans for fire, tornado, natural disasters, and serious accidents were not posted in a place visible to staff and parents.	The emergency plans posted on the tri-fold board will be out during hours of operation.	10/18/2022
R400.8161(5) Emergency procedures.	The program did not complete 1 required fire drill between April and June 2022.	Fire drills will be completed on a quarterly basis. The program director will monitor this.	10/18/2022
R400.8173(9) Equipment.	The first aid kit contained prohibited topical hand lotion, diaper cream, zinc ointment, zinc oxide, cortisone lip balm, and insect repellent.	First aid kits will only contain approved items.	11/10/2022

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 black ink, appearing to read "Cheryl Amare". The signature is fluid and cursive, with a long horizontal stroke at the end.

Cheryl Amare, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(248) 860-0896