



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 21, 2023

Sarah Davey
Walled Lake Consolidated Schools
850 Ladd Road
Walled Lake, MI 48390

RE: License #: DC630412757

RE: SI LOG #: WL Consolidated Schools Early Childhood Ctr
40839 Thirteen Mile Road
Novi, MI 48377

Dear Ms. Davey:

This letter is to advise you that the 04/21/2023 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
R400.8122	Child care staff member (CCSM), H.H, J.H and A.L educational credentials qualifying them as lead caregivers was not on file.	Director will obtain and file all transcripts for lead teachers and put in the licensing notebook on site. Any new staff will be required to submit transcripts at time of hire.	04/12/2023
R400.8128	Four of the ten CCSM's files reviewed had TB test on file that was completed longer than 1 year before employment or months after their employment date.	Employment dates will be verified with HR and any employees that have an outdated TB test will be sent to get a new TB test. All new employees moving forward will have correct hire date and sent for a TB test.	04/24/2023
R400.8131	Two of the ten CCSM files reviewed did not have the requirement of this training.	Staff will complete Health and Safety 1 & 2 to meet requirements of professional development	04/24/2023

		requirements (i.e. Infectious disease, administration of medication, building safety, etc). New staff will be required to complete Health and Safety 1 & 2 before starting to work in a classroom.	
R400.8131	Two of the ten CCSM did not have the requirements of this rule (and have been employed longer than 90 days).	Staff will complete Health and Safety 1 & 2 to meet requirements of professional development requirements (i.e. Infectious disease, administration of medication, building safety, etc). New staff will be required to complete Health and Safety 1 & 2 before starting to work in a classroom.	04/24/2023
R400.8143	Of the 21 child information cards reviewed 19 were missing information such as special needs, parent employer information and admission date.	All Child Information Records will have complete information including special needs, parent information and admission date.	04/24/2023
R400.8152	Three children had Epi-pens on file without the original container.	Parents of children with Epi Pens in the building will be contacted for a new Epi Pen in box or a new box with label to put the Epi Pen in. No Epi Pens will be accepted moving forward without the original container.	04/24/2023
R400.8152	Two children had prescribed medication on file that was expired.	Any expired medication will be disposed of or sent home and a request for new medication in original container will be made.	04/24/2023
R400.8161	The required emergency procedures of this rule were not posted anywhere in the facility.	All emergency procedures will be posted and visible to visitors, parents and teachers.	04/12/2023

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, appearing to read "RaSheeda Mitchell".

RaSheeda Mitchell, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(248) 762-1915