



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

January 27, 2023

Elis Bos
Childtime Childcare, Inc.
21333 Haggerty Road
Suite 100
Novi, MI 48375

RE: License #: DC630412850
CT DBA Gilden Woods New Hudson
58019 Grand River Avenue
New Hudson, MI 48165

Dear Ms. Bos:

This letter is to advise you that the 01/27/2023 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
R 400.8131 (5) (c) Professional development requirements.	One of the five child care staff members did not complete building and physical premises safety training within 90 days of being hired. Child care staff member (C.S.) was hired on 03/14/2022 and she has not completed the training.	Director will make a copy of the training that is fulfilled during the week of online training with our training specialist and keep a copy of the training in the staff member's file.	01/04/2023
R 400.8131 (5) (d) Professional	One of the five child care staff members did not complete emergency	Director will make a copy of the training that is fulfilled during the week of online training with our	01/04/2023

development requirements.	preparedness and response planning training within 90 days of being hired. Child care staff member (C.S.) was hired on 03/14/2022 and she has not completed the training.	training specialist and keep a copy of the training in the staff member's file.	
R 400.8131 (5) (e) Professional development requirements.	One of the five child care staff members did not complete handling and storage of hazardous materials and appropriate disposal of bio-contaminants training within 90 days of being hired. Child care staff member (C.S.) was hired on 03/14/2022 and she has not completed the training.	Director will make a copy of the training that is fulfilled during the week of online training with our training specialist and keep a copy of the training in the staff member's file.	01/04/2023
R 400.8131 (5) (f) Professional development requirements.	One of the five child care staff members did not complete precautions in transporting children training within 90 days of being hired. Child care staff member (C.S.) was hired on 03/14/2022 and she has not completed the training.	Director will make a copy of the training that is fulfilled during the week of online training with our training specialist and keep a copy of the training in the staff member's file.	01/04/2023
R 400.8143 (6) (a) Children's records.	One of the ten children's records reviewed was missing a physical evaluation of the child that notes any restrictions and is signed by a physician or the physician's designee. The child's admission date was 06/13/2022.	The child's health appraisal is updated and in her file. We will update our health appraisal spreadsheet that we keep on file. This will happen after our welcome meeting with the family prior to the child's start date.	01/16/2023

R 400.8152 (4) Medication; administrative procedures.	In the Adabelle Room, one child's epi-pen was not in its original container with the pharmacy label indicating the physician's name, child's first and last name, instructions, name, and strength of the medication.	The epi-pen is housed in the original box with the label from the pharmacy. We will only except medication from parents in the original box from the pharmacy.	01/13/2023
R 400.8173 (11) Equipment.	I observed the children assigned to the Terance Room jumping on a bounce house in the gym. The bounce house was brought to the center by a toddler tumbling company hired by the center.	The Tumble Bunny company will not be bringing in any bounce houses during our sessions with them.	12/14/2022
R 400.8335 (8) (a) Food services and nutrition; provided by center.	In the Otis Room, two gallons of milk were opened and not labeled with the date opened. In the Adabelle Room, one gallon of milk was opened and not labeled with the date opened.	Milk will be labeled by teachers when it is opened. We also have a milk sign on our fridge to remind the teachers to label milk when opened.	01/12/2023
R 400.8335 (8) (b) Food services and nutrition; provided by center.	In the Infant 2 Room, one gallon of milk was labeled with an open date of 11/30/2022 and the date of the on-site inspection was 12/14/2022.	Milk will be labeled by teachers when it is opened and discarded after 7 days of opening. We also have a milk sign on our fridge to remind the teachers to label milk when opened.	12/14/2023

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 "Alicia Wiggins".

Alicia Wiggins, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(248) 369-7892