



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

August 3, 2023

Elise 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 a follow-up to an incident report received on 07/28/2023. On 07/27/2023, I spoke with the associate director, Sarah Jeannette, via telephone regarding the incident report and R 400.8340 (9) Food services and nutrition, provided by parents.

The incident report stated that Child Care Staff Member (CCSM) S.O. accidentally fed Child A's breastmilk bottle to Child B, who is supposed to be fed formula. The report indicated that CCSM S.O. only looked at the first initial of the name that was listed on the bottle instead of the full name. Child A and Child B's first names begin with the same letter. The bottles were on the counter next to each other. She did not realize she fed Child B the wrong bottle until it had already been consumed. Child A was short a bottle resulting in his parents picking him up earlier than their normal pick-up time. Child B showed no signs of distress after being fed the breastmilk bottle. Child A's Mother and Child B's Mother were notified about the incident.

I interviewed Ms. Jeannette, and she restated what was written in the incident report. CCSMs were reminded of the bottle policy which includes reading the full name on the bottle before feeding any child a bottle. Staff are also required to complete the written bottle log and verbally say the information while completing the log.

On 07/28/2023, I spoke separately to Child A's Mother and Child B's Mother via telephone. They confirmed that they were notified of the incident. Child B did not have an adverse reaction to being fed the wrong bottle. Due to being short one bottle, Child A was fed small bites of the food that the center provided to other children that day and he drank

water. Child A's Mother and Child B's Mother stated the CCSM made a mistake, and the center handled the incident appropriately. They reported no other concerns.

As a result of the incident report, I found the following rule or law violation:

R 400.8340

Food services and nutrition, provided by parents.

(9) Beverages and food must be fed only to the child for whom the item is labeled.

On 07/27/2023, CCSM S.O. fed Child B a bottle of breastmilk that was labeled for Child A.

Due to the violation, you must send us a corrective action plan by 08/23/2023. You can use our corrective action plan form or create your own. If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

Upon receipt of an acceptable corrective action plan, there will be no change to your license status.

A follow-up inspection may be made to verify compliance. Should the corrections not be made in the specified time, it may be necessary to reevaluate the status of your license.

You can find a copy of this confirming letter and any associated corrective action plans on our website under Statewide Search for Licensed Child Care Centers and Homes. A description of when confirming letters are completed can be found under Overview of Licensing Reports.

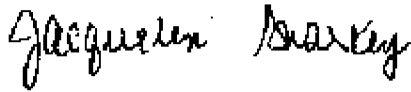
Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,



Alicia Wiggins, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30837
Lansing, MI 48909
(248) 369-7892



08/03/2023

Jacquelin Sharkey
Area Manager

Date