



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL  
LANSING

DR BEVERLY WALKER  
GRIFFEA  
DIRECTOR

7/31/2024

Kristen Ruff  
Tutor Time Child Care Learning Center  
598 Baldwin Street, Jenison, MI 49428

License Number: DC700250294

Dear Kristen Ruff,

This letter is to advise you that the 7/31/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Child Care Special Investigation Case, 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](#).

<b>Violation cited</b>	<b>Noncompliance observed</b>	<b>Plan to correct</b>	<b>Date to be completed</b>
R 400.8125(1)	Staff did not ensure appropriate care and supervision of Child A on 4/26/2024 when bite marks were found on him, and staff did not know he was bitten. Staff were not able to provide appropriate care and supervision to Child C and other children when the PD and supporting administrative staff did not follow the biting policy when biting began in February 2024.	All staff were retrained on the biting policy and on using MyPath use.  The PD sent the biting policy to families and informed them the policy will be enforced and followed.	6/11/2024 and ongoing  7/29/2024 and ongoing
R 400.8113(3)(b)	PD did not address child issues when steps were not taken to address issues with Child C's biting: -information was not put into the MyPath system for Child C as directed by company expectations.	All staff were retrained on MyPath use and the biting policy. The PD will ensure the biting policy is being enforced and followed. The PD will work with the district manager to ensure	6/11/2024 and on-going

	-staffing in the room did not allow for one-on-one care or shadowing. PD did not schedule extra staff in the room. -a behavior plan was not implemented for Child C until May 2024.	staffing is adjusted for appropriate supervision if there are cases of habitual biting.	
--	--	---	--

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 Jessica Miranda-Bevier at 616-498-5459 or [mirandabevierj@michigan.gov](mailto:mirandabevierj@michigan.gov). In the event that Jessica Miranda-Bevier is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Jessica Miranda-Bevier, Licensing Consultant