



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 21, 2023

Misty Maniwczak
St. Matthew Lutheran Church
15395 Rannes St.
Spring Lake, MI 49456

RE: License #: DC700275490
2022D0605020
RE: SI LOG #: St. Matthew Christian Child Care
15395 Rannes St.
Spring Lake, MI 49456

Dear Ms. Maniwczak:

This letter is to advise you that the 02/15/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Special Investigation 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 400.8143 (11)	The center did not maintain attendance records for Child A that included accurate arrival and departure times.	The center has more than one recording system for attendance. Two different trackers are being used in case one fails. The two attendance trackers are Pro Care, which the parents use to check their children in and out of the center. The other one is the HiMama app where staff check the children in/out as they arrive and leave the center.	2/15/2023
R 400.8158 (2)	The center did not report the allegation of	The director will make sure that any allegations or suspicion of	2/15/2023

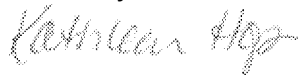
	inappropriate contact to the department within 24 hours.	abuse or neglect will be reported to the department by phone/email within 24 hours of the occurrence or allegation.	
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It is expected that the corrective action plan will be implemented within 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,



Kathleen Hop, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa St.
 P.O. Box 30664
 Lansing, MI 48909
 (616) 250-3403