



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 6, 2023

Amy Engelsman
Horizon Learning Center LLC
6462 Center Industrial Dr
Jenison, MI 49428

RE: License #: DC700391976
RE: SI LOG #: 2023D0715007
**Horizon Learning Center
6462 Center Industrial Dr
Jenison, MI 49428**

Dear Mrs. Engelsman:

This letter is to advise you that the 06/05/2023 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 400.8125(1) Staff; volunteer; requirements.	On 10/19/2022, Child A was left unattended in front of the center during a transition to the playground.	The program director trained all staff on the Name to Face counting procedure. All staff will use the Name to Face counting procedure at each transition to ensure appropriate care and supervision.	10/27/2022
R 400.8158(2)(a) Incident...	The licensee designee and program director failed to notify Child A's parents and the department of Child A being left unsupervised within 24 hours of the incident.	The program director will notify the child's parent and child care licensing within 24 hours of a child being lost or left unsupervised. The program director will also submit a written incident report to child care	10/27/2022

		licensing within 72 hours of the verbal report.	
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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,



Pamela Walker, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(616) 250-8864