



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
ACTING DIRECTOR

04/17/2024

Sherwood After School Activity Club
3870 Shattuck, Saginaw, MI, , 48603

License Number: DC730017764

Dear Steve Elliott ,

This letter is to advise you that the 4/17/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, 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)(e)	Licensee designee failed to ensure child care staff members Robert and Mariah completed training on handling and storage of hazardous materials and appropriate disposal of bio-contaminants.	These two staff members will be assigned to the Director to explain how to complete this training. I will create a Childcare Centers Staff Requirement checklist for each staff member. I will work with the directors/multi-site supervisor to monitor the completion of each item for their staff members. Robert and Mariah will be the first staff members to use the checklist.	Checklist finished 4/26/2024
R 400.8131(5)(f)	Licensee designee failed to ensure child care staff members Robert and	I will create a Childcare Centers Staff Requirement checklist	4/1/2024

	<p>Mariah completed training on precautions in transporting children.</p>	<p>for each staff member. I will work with the directors/multi-site supervisor to monitor the completion of each item for their staff members. Robert and Mariah will be the first staff members to use the checklist for training regarding transportation of children.</p>	
R 400.8131(3)	<p>Licensee designee failed to ensure child care staff members Robert and Mariah completed training on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect before caring for children.</p>	<p>I will create a Childcare Centers Staff Requirement checklist for each staff member. I will work with the directors/multi-site supervisor to monitor the completion of each item for their staff members. Robert and Mariah will be the first staff members to use the checklist.</p>	5/7/2024
R 400.8131(4)	<p>Licensee designee failed to ensure child care staff members Robert and Mariah completed training on prevention and control of infectious disease training, including immunizations.</p>	<p>I will create a Childcare Centers Staff Requirement checklist for each staff member. I will work with the directors/multi-site supervisor to monitor the completion of each item for their staff members. Robert and Mariah will be the first staff members to use the checklist..</p>	5/10/2024
R 400.8131(5)(a)	<p>Licensee designee failed to ensure child care staff members Robert and Mariah completed training on administration of medication.</p>	<p>I will create a Childcare Centers Staff Requirement checklist for each staff member. I will work with the directors/multi-site</p>	5/10/2024

		supervisor to monitor the completion of each item for their staff members. Robert and Mariah will be the first staff members to use the checklist.	
R 400.8131(5)(b)	Licensee designee failed to ensure child care staff members Robert and Mariah completed training on prevention of and response to emergencies due to food and allergic reactions.	I will create a Childcare Centers Staff Requirement checklist for each staff member. I will work with the directors/multi-site supervisor to monitor the completion of each item for their staff members. Robert and Mariah will be the first staff members to use the checklist.	5/15/2024
R 400.8131(5)(c)	Licensee designee failed to ensure child care staff members Robert and Mariah completed training on building and physical premises safety.	I will create a Childcare Centers Staff Requirement checklist for each staff member. I will work with the directors/multi-site supervisor to monitor the completion of each item for their staff members. Robert and Mariah will be the first staff members to use the checklist.	5/17/2024
R 400.8131(5)(d)	Licensee designee failed to ensure child care staff members Robert and Mariah completed training on emergency preparedness and response planning.	I will create a Childcare Centers Staff Requirement checklist for each staff member. I will work with the directors/multi-site supervisor to monitor the completion of each item for their staff members. Robert and Mariah will be the first staff	5/21/2024

		members to use the checklist.	
R 400.8131(10)	Licensee designee failed to ensure at least 50% of the child care staff members who work directly with children are currently certified in first aid and pediatric, child, and adult CPR.	I will create a Childcare Centers Staff Requirement checklist for each staff member. I will work with the directors/multi-site supervisor to monitor the completion of each item for their staff members.	CPR Training to be scheduled by 5/18/2024
R 400.8128	Licensee failed to ensure child care staff member Mariah had evidence on file of being free from TB.	TB test results will be obtained. This will be the first item on the Child Care Staff Requirement checklist.	4/26/2024

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 DeAndre Lawson at (989) 898-8977 or lawsond@michigan.gov. In the event that DeAndre Lawson is not available, and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



DeAndre Lawson, Licensing Consultant