



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

August 15, 2023

April Schomaker
Merrill Community Schools
755 W. Alice St.
Merrill, MI 48637

RE: License #: DC730399320
2023D0656013
RE: SI LOG #: **Merrill Community Child Development Center**
345 W. Alice St.
Merrill, MI 48637

Dear Ms. Schomaker:

This letter is to advise you that the 08/02/2023 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
722.115n Application for or renewal of license to operate child care center, group child care home, or family child care home; household member or child care staff member; criminal history check; requirements; duties of department.	Ms. Schomaker did not ensure that Ms. Prudhomme and Ms. Szappan were fingerprinted and determined eligible prior to having unsupervised contact with children.	All child care staff will undergo and pass a comprehensive child care background check prior having contact with children.	immediately

<p>400.8112(1) Comprehensive background check; fingerprinting.</p>	<p>Ms. Schomaker did not ensure all individuals required to receive a comprehensive background check prior to hire had one on file. Ms. Prudhomme and Ms. Szappan, child care staff members are working at the center, and they are not connected to the account with an eligible determination.</p>	<p>All child care staff will undergo and pass a comprehensive child care background check prior having contact with children.</p>	<p>immediately</p>
<p>R400.8112 (2) Comprehensive background check; fingerprinting</p>	<p>Ms. Schomaker did not ensure all required individuals were accurately enrolled in the child care background system. Ms. Prudhomme and Ms. Szappan are working at the center, and they are not connected to the child care background system with an eligible determination.</p>	<p>All child care staff will undergo and pass a comprehensive child care background check prior having contact with children.</p>	<p>immediately</p>
<p>R400.8131(3) Professional development requirements</p>	<p>There were three child care staff members who did not have training on prevention of shaken baby syndrome, abusive head trauma and child maltreatment, and recognition and reporting of child abuse and neglect prior to caring for children.</p>	<p>All child care staff members will complete health and safety training prior to contact with children.</p>	<p>immediately</p>
<p>R400.8131(10) Professional development requirements</p>	<p>Ms. Ross-Moeller has not been trained in first aid or CPR within 90 days of hire</p>	<p>All child care staff members will complete health and safety training prior to contact with children.</p>	<p>immediately</p>
<p>R400.8143(1) Children's records.</p>	<p>Sixteen children did not have a child information card at the time of initial attendance. The skyward substitute that was printed</p>	<p>At the time of enrollment, the center will obtain a child information card that is signed and dated by the parent. All the missing records have been</p>	<p>immediately</p>

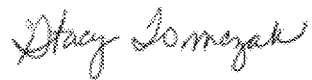
	did not included all the required information.	obtained. If they have not the children are not attending.	
R400.8143(8) Children's records.	There were seven children that did not have a school age health statement signed by a parent at enrollment.	At the time of enrollment, the center will obtain a school age self-certification signed by the parent that is signed and dated by the parent. All the missing records have been obtained. If they have not the children are not attending.	immediately
R400.8143(11) Children's records.	The licensee designee failed to ensure that an accurate record of daily attendance was maintained. I observed attendance records with no departure times for 6/21/23 and 6/23/23	The center will keep accurate arrival and departure times of all children. Ms. Schomaker will check periodically to ensure staff are complying.	immediately
R 400.8146 (2) information provided to parents.	There were six children that did not have written documentation that their parent received the written information packet	Written documentation will be kept on file that the parent received the required information.	Immediately.

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,

A handwritten signature in cursive script that reads "Stacy Tomczak".

Stacy M. Tomczak, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa St.
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Lansing, MI 48909
989-798-4738