



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

January 5, 2022

Paul Kosman
 Trinity Lutheran Church
 406 South Lakeview
 Sturgis, MI 49091

RE: License #: DC750017343

RE: SI LOG #: **Trinity Lutheran Preschool and HUGS
 Room 108
 406 South Lakeview
 Sturgis, MI 49091**

Dear Mr. Kosman:

This letter is to advise you that the 11/18/2021 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study 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(4) Staff; volunteer; requirements.	The written policy regarding screening and supervision of staff and volunteers did not include a statement that any individual registered on the public sex offender registry is prohibited from having contact with any child in care.	The licensee stated that the screening and supervision policy would be updated to reflect the PSOR requirements.	12/18/2021
R 400.8143(3) Children's records.	I reviewed 37 child files and one preschool child did not have a certificate of	The center will obtain the missing immunization record.	12/18/2021

	immunization or appropriate waiver on file at the center at the time of initial attendance.		
R 400.8143(6) Children's records.	I reviewed 37 child files and 26 preschool children did not have a physical evaluation on file and signed by a physician within 30 days of initial attendance.	The licensee stated that the center would obtain the missing physicals.	12/18/2021

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 (616) 356-0183.

Sincerely,

Carrie Harris

Carrie Harris, Licensing Consultant
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 Grand Rapids, MI 49503
 (269) 615-5617