



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
ACTING DIRECTOR

4/16/2024

Decatur Migrant Head Start
80195 County Road 358
Decatur, MI 49045

License Number: DC800023060

Dear Holly Freeman,

This letter is to advise you that the 4/10/2024 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 400.8330(4)	Child A was given Similac, a formula that the center was made aware that Child A is allergic to, from 06/16/2023 -6/23/2023.	1.) For the child involved in this incident, a formula log was implemented that ensured two team members check the correct formula is prepared and given to the infant. The team member preparing the bottle initialed the log indicating that the correct formula was put in the bottle, labeled with the correct child's name. The team member that fed the bottle to the infant initialed that they checked the bottle, and the correctly labeled bottle is given to the	6/1/2024 Expected Date of Implementation

		<p>infant. This same process will be utilized for any infant with a formula allergy going forward and ongoing monitoring of this process will be completed by the center director. 2.) Starting with our 2024 season all infant bottles will no longer be prepared in the classroom, but instead in the center's kitchen. This will eliminate classroom distractions during bottle prep time. Ongoing monitoring of this process will be completed by the center director. 3.) Starting with our 2024 season, we will train our center directors on our new procedure requiring a team meeting to be held for any child that is selected for our program. The meeting will take place before the child is able to attend the center and will ensure critical information about the child has reached all content areas. The center director will lead these conversations and provide ongoing monitoring that critical information has been shared.</p>	
R 400.8143(1)	The child information card was not completed in full. It	The family service specialist responsible for	6/1/2024 Expected Date of

	was missing additional information on allergies.	assisting parents with completing the Child Information Record will be trained in properly recording all required information on the record. The center health specialist will be trained to be a second check to ensure all allergies are listed on the Child Information Record. Child Information Records will be reviewed at the team meeting the center team will conduct before the child starts attending the center. Ongoing monitoring of this process will be completed by the center director.	Implementation
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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 Tiara McKay at (269) 615-5758 or mckayt2@michigan.gov. In the event that Tiara McKay is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



Tiara McKay, Licensing Consultant