



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

December 2, 2022

Mary Beltowski  
 Sacred Heart School  
 22513 Garrison  
 Dearborn, MI 48124

RE: License #: DC820021960

**Sacred Heart School Age Day Care  
 22513 Garrison  
 Dearborn, MI 48124**

Dear Ms. Beltowski:

This letter is to advise you that the 12/02/2022 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection 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
R400.8112(1)	On 11/29/2022, Three staff members had not been fingerprinted and entered into the Michigan.gov/ccbc data base.	Berkley shared time staff will get finger printed and will fill out a consent and disclosure form to keep on file at the school	1/20/23
R400.8125(5)	On 11/29/2022 there were no signed abuse and neglect statements on file for all staff members.	Copies of the signed abuse and neglect statements have been moved to their personnel files in the office	12/2/2022
R 400.8128	On 11/29/2022 one staff member was missing TB test results on file	Staff member made a copy of the missing file and placed it in her personnel file in the office	12/2/2022

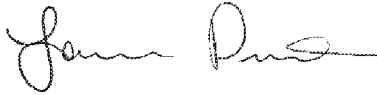
R 400.8146 (2)	On 11/29/2022 12 out of the 12 records reviewed were missing signed documents stating they received the written documentation packet.	Missing forms will be filed. In the futures parents will sign the form provided by LARA upon enrolling	12/20/2022
R 400.8143(3)	On 11/29/2022 5 out of the 12 children's files reviewed were missing immunization records on file. The office staff have already reached out to parents but they have not been returned.	All children's records will be filed and updated. Students not in compliance will be dismissed until their files are updated. Moving forward we will not allow students to start without all the required paperwork	12/9/2022
R 400.8143(6)	On 11/29/2022, 5 out of the 12 records reviewed were missing physicals on file. The office staff has already reached out to parents but they have not been returned.	All children's records will be filed and updated. Students not in compliance will be dismissed until their files are updated. Moving forward we will not allow students to start without all the required paperwork	12/9/2022
R 400.8167 (3)	On 11/29/2022, the children were in music class which is not an approved space for children. Staff shared that they also go to the Art room and Library, neither of which are approved for child use.	A request for modification form has been filled out and sent it	12/8/2022

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 black ink, appearing to read "Laura Piacentini". The signature is fluid and cursive, with a long horizontal stroke at the end.

Laura Piacentini, Licensing Consultant  
Department of Licensing and Regulatory Affairs  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
313-269-5879