



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

July 26, 2022

Cinthya Salinas-Maldonado
Little Steps Youth Learning Center LLC
15055 Allen Rd
Southgate, MI 48195

RE: License #: DC820341017

**Little Steps Youth Learning Center
15055 Allen Rd
Southgate, MI 48195**

Dear Ms. Salinas-Maldonado:

This letter is to advise you that the 07/26/2022 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 400.8112(2)(a)	All child care staff members did not have Consent and Disclosure forms on file	Staff files were reviewed and the documents were obtained and placed in all files.	03/27/2022
R.400.8131(5),(6) and (12)	All staff did not complete health and safety modules 1 and 2. All staff did not have 16 clock hours of professional development hours for 2020 and 2021.	Licensee reports all staff completed the training and verification is now on file. Licensee completed the 16 clock hours of professional development for 2020 and 2021. She reported has verification on file. The licensee has reportedly had all staff members complete the	Completed

	All staff did not complete health and safety refresher courses for 2020 and 2021	missing health and safety training courses.	
R 400.8143(1)	Obsolete child information cards were being used and many were not thoroughly filled out e.g., employer information was left blank.	The updated cards were downloaded and given to parents for completion.	Completed
R 400. 8143(5)	Immunizations records were not up-to-date	Requested information was requested from parents. The licensee requested assistance from the health department with MICR to upload information.	
R 400.8143(6)	Physical evaluations were not on file for all staff enrolled at the facility.	All children records were reviewed and required information was obtained.	
R. 400.8170	The outdoor play area was cluttered with play equipment and some of it was dirty and in disrepair.	The equipment will be removed and those in disrepair will be discarded. New outdoor equipment will also be ordered.	Completed
R 400.8510	An updated furnace and hot water heater inspection was not completed at this renewal.	The inspection was completed and forwarded to the department.	04/01/2022

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.

A handwritten signature in cursive script, appearing to read 'JW', located above the printed contact information.

Jacquelin Windham, Licensing Consultant
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