



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

June 29, 2021

Bernadette May
 220 W. Hamilton St.
 Alpena, MI 49707

RE: License #: DF040266930

RE: SI LOG #: **May, Bernadette**
220 W. Hamilton Street
Alpena, MI 49707

Dear Ms. May:

This letter is to advise you that the 06/24/2021 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
R400.1907(1) Child's records.	Three of the child information cards reviewed were missing information regarding allergies/special needs/ special instructions.	Ms. May will have parents complete the missing information.	07/31/2021

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 (989) 732-8062.

Sincerely,

Jeannie C. Ellis

Jeannie Ellis, Licensing Consultant
Bureau of Community and Health Systems
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Gaylord, MI 49735
(989) 590-0191