



GRETCHEN WHITMER
GOVERNOR

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

Michelle Richard
ACTING DIRECTOR

6/27/2024

Susan Rice
126 N Spruce,
Traverse City, MI, 49684

License Number: DF280030368

Dear Susan Rice,

This letter is to advise you that the 6/27/2024 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](#).

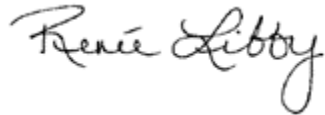
Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.1905(2)	One child care staff member did not complete 5 hours of training in 2022. The child care staff member completed 4 of the 5 required training hours.	In the future I will make sure all staff members complete 5 hours training annually.	2024 and ongoing
R 400.1923(2)(a)	Sue Rice moved the diapering changing area from the changing table to a diaper pad on top of the couch in the child use space. She stated that she did not know diapers could not be changed in the child use area. She thought it was ok because she was using the changing pad on top of the couch.	I immediately moved the diapering pad and materials to the diaper changing station. I will always change diapers at the diapering station and not in a child use space.	June 27, 2024 and on going

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 Renee Libby at (231) 357-3087 or libbyr@michigan.gov. In the event that Renee Libby is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,

A handwritten signature in cursive script that reads "Renee Libby". The signature is written in dark ink and is positioned below the word "Sincerely,".

Renee Libby, Licensing Consultant