



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

September 11, 2023

Theresa Sisco  
8650 W. Monroe  
Elwell, MI 48832

RE: License #: DF290308005  
**Theresa Sisco**  
**8650 W. Monroe**  
**Elwell, MI 48832**

Dear Ms. Sisco:

This letter is to advise you that the 09/07/2023 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)(a) Child's records.	Seven child information cards were reviewed. Five of the cards had missing or incomplete information in the following areas: parent's employer; parent's employer's telephone number; physician or health clinic; physician or health clinic's telephone number; and allergies and/or special needs.	Ms. Sisco will have parents update [child information cards].  She will have cards updated yearly.	09/15/2023
R400.1907(1)(b) Child's records.	Six child in care statements were reviewed. Five of the	Ms. Sisco will have parents update [child in care statements].	09/15/2023

	statements had missing or incomplete information; two statements did not have a parent's signature and one statement did not have the provider's signature.	She will have statements updated yearly.	
R400.1907(2) Child's records.	One child in care statement had not been updated since 11/06/2017.	Ms. Sisco will have parents update.  She will have parents update yearly.	09/15/2023
R400.1913(3)(a-g) Discipline; child handling.	Ms. Sisco did not include the statements in her discipline policy.	Ms. Sisco will add discipline to policy.  She will redo the discipline components to her policy.	09/15/2023

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,



Dana M. Hart, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa Street  
 P.O. Box 30837  
 Lansing, MI 48909  
 (517) 388-4625