



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 16, 2023

Gloria Giles  
3312 Saint Antoine Ave.  
Kalamazoo, MI 49006

RE: License #: DF390406935  
2023D0248011  
RE: SI LOG #: **Granny Girl Daycare**  
**3312 Saint Antoine Ave.**  
**Kalamazoo, MI 49006**

Dear Ms. Giles:

This letter is to advise you that the 06/15/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Special Investigation 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
1907(1)(a)	On 04/18/2023, Ms. Giles did not have a completed child information card prior to children's attendance for all enrolled children.	Child information record has been updated and signed by each parent and placed into the children's files.	6/15/23
1907(3)	Attendance records for children including first and last names were not kept. On 04/18/2023, Ms. Giles could not locate one	A time sheet is placed on the island in the kitchen, this will give the parents full access and view of the timesheet when they enter the front door and the time sheet will be dated for that week along with their children's full name. The	6/15/23

	week of attendance for children, and first and last name or arrival and departure times were not kept.	parent will be directed to the location and asked to sign or initial the time sheet. I will explain that their signature means they agree with the information on the sheet. I created a filing system that I think is best for me to understand and keep the sheets in order.	
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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 (616) 356-0183.

Sincerely,



Jennifer Blake, Licensing Consultant  
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 Unit 13, 7th Floor  
 350 Ottawa, N.W.  
 Grand Rapids, MI 49503  
 (269) 615-5347