



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

August 12, 2020

Claudia Kittinger
5582 Koster Dr SW
Wyoming, MI 49418

RE: License #: DF410386201
Miss Claudia's Childcare
5582 Koster Dr SW
Wyoming, MI 49418

Dear Mrs. Kittinger:

This letter is to advise you that the 08/12/2020 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 400.1905(1) Training	The provider had 9 hours of training on file for 2018 and 2 hours on file for 2019.	The provider will check her records for the additional missing hours.	8/14/2020
R 400.1913 (3) (g) Discipline; child handling	The discipline policy stated that time-out will be used for children 25 months and older, however time out is only allowed for children three years and older.	The provider will change her discipline policy to allowing time out for children 3 years and older.	8/14/2020
R 400.1919 (3)Communicable disease....	Two teenage children in the home do not have TB tests on file	The provider will check for appointments at the health department to get the tests completed.	9/2/2020

R 400.1925(2)(a)(b) Comprehensive background check; fingerprinting.	There were not consent and disclosure forms completed and on file for each person in the home with fingerprints.	The provider will make sure the consent and disclosure forms are completed and on file.	8/14/2020
R 400.1932 Home maintenance and safety.	During the on-site inspection, I observed a candle burning at the child care home.	The provider will not burn candles when children are in care.	8/12/2020

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,



Mary Dufon, Licensing Consultant
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 Unit 13, 7th Floor
 350 Ottawa, N.W.
 Grand Rapids, MI 49503
 (616) 295-6530