



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

January 15, 2021

Tamara Heydens
 217 N Sherman St
 Bay City, MI 48708

RE: License #: DG090059753

RE: SI LOG #: **Tamara Heydens
 217 N. Sherman Street
 Bay City, MI 48708**

Dear Ms. Heydens:

This letter is to advise you that the 01/14/2021 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
R 400.1902 (1)(e) Applicant; licensee; requirements.	Ms. Heydens did not complete training in recognition and reporting of child abuse and neglect and prevention and control of infectious disease, including immunizations.	Ms. Heydens completed the required health and safety training through a correspondence class. She is awaiting certificates and will provide consultant with a copy when she receives them.	1/12/2021
R 400.1903(1)(I) Licensee responsibilities.	Ms. Heydens had seven children in her care during the inspection. Her child care staff member was not present but her two granddaughters were	Ms. Heydens developed a volunteer screening and supervision policy.	1/12/2021

	present to assist her in the care of the children. Ms. Heydens does not have a volunteer policy.		
R 400.1904a (2)(c) Child care assistant; requirements.	Ms. Heydens and her staff member did not complete the required health and safety training by 9/2018.	Ms. Heydens completed the required health and safety training through a correspondence class. She is awaiting certificates and will provide consultant with a copy when she receives them.	1/12/2021
R 400.1904b (3)(c) Child care assistant; requirements.	Ms. Heydens staff member did not complete the required health and safety training by 9/2018.	Ms. Heydens completed the required health and safety training through a correspondence class. She is awaiting certificates and will provide consultant with a copy when she receives them.	1/12/2021
R 400.1905 (1) Training.	Ms. Heydens did not have 10 hours of training during the calendar year of 2018.	Ms. Heydens completed 10 hours of training for 2021 and will complete 10 hours of training for calendar year 2022.	1/12/2021
R 400.1905 (4)(b)- (g)Training.	Ms. Heydens staff member did not complete the required health and safety training by 9/2018.	Ms. Heydens will train her child care staff member on the required health and safety trainings.	1/31/2021
R 400.1906 (1)(b) Records of a licensee; child care staff member; child care assistant.	Ms. Heydens did not keep daily records of her staff members arrival and departure time.	Ms. Heydens will record her child care staff members arrival and departure time daily.	1/12/2021
R 400.1906(1)(f) Records of a licensee; child care staff member; child care assistant.	Ms. Heydens did not have a consent and disclosure form completed for herself and her staff member.	Ms. Heydens and her husband completed the consent and disclosure form, and she is filing it for her records.	12/23/2020
R 400.1934(4) Heating; ventilation; lighting; radon.	Ms. Heydens did not have a radon test completed. She needs to complete the test.	Ms. Heydens completed the radon test and sent it in for results. When she receives the results, she will submit to the consultant.	1/12/2021

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 (231) 922-5309.

Sincerely,

A handwritten signature in cursive script that reads "Stacy Tomczak".

Stacy M. Tomczak, Licensing Consultant
Bureau of Community and Health Systems
1509 Washington, Ste A
Midland, MI 48640
989-798-4738