



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

July 28, 2021

Sherry Hill  
 315 North St.  
 Boyne City, MI 49712

RE: License #: DG150394565  
**Sherry Hill**  
**315 North St.**  
**Boyne City, MI 49712**

Dear Ms. Hill:

This letter is to advise you that the 06/13/2021 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 400.1904a(2) Child care staff member...	Child care staff member Sky VanVolkenburg did not have valid CPR or first aid certification on file. Ms. VanVolkenburg did not have verification of training in prevention of infectious disease, including immunizations on file or on MiRegistry.	Ms. VanVolkenburg no longer works for Ms. Hill. Ms. Hill will ensure that all certifications and training required by this rule are completed as required, Ms. Hiull will ensure verification is kept on file.	06/13/2021
R 400.1904b(3) Child care assistant...	CCA1 did not have verification of training in infectious disease, including immunizations or valid CPR/first aid	Ms. Hill will ensure that CCA1 completes certifications and training required by this rule before CCA1 returns to employment this summer.	06/13/2021

	certification on file within 90 days of hire.		
R 400.1905(1) Training.	Ms. Hill only completed 4 clock hours of training in 2019.	Ms. Hill will complete at least 10 clock hours of training each calendar year.	06/13/2021
R 400. 1905(3) Training.	CCA1 and Ms. VanVolkenburg did not have verification of training on safe sleep practices, recognition of and the reporting of child abuse and neglect, and the prevention of shaken baby syndrome, abusive head trauma, and child maltreatment prior to caring for children.	Ms. Hill will ensure that CCA1 completes training required by this rule before caring for children. Ms. VanVolkenburg is no longer employed by Ms. Hill. Ms. Hill will ensure that all future staff members complete the training required by this rule before caring for children.	06/13/2021
R 400.1905(4) Training.	CCA1 and Ms. VanVolkenburg did not complete the training required by this rule within 90 days of hire.	Ms. Hill will ensure that CCA1 completes the training required by this rule when CCA1 returns to employment this summer. Ms. VanVolkenburg is no longer employed by Ms. Hill. Ms. Hill will ensure that all future staff members completed the training required by this rule within 90 days of hire.	06/13/2021
R 400.1906(1)(f) Records of licensee...	CCA1 and Ms. VanVolkenburg did not have a completed consent and disclosure form on file.	Ms. Hill has completed consent and disclosure forms on file for CCA1 and Ms. VanVolkenburg.	06/13/2021
R 400.1906(1)(g) Records of licensee...	CCA1 and Ms. VanVolkenburg did not have a signed and dated written statement as outlined in this rule on file.	Ms. VanVolkenburg is no longer employed by Ms. Hill. CCA1 will complete BCAL-4595 when CCA1 returns to work this summer.	06/13/2021
R 400.1907(1)(a) Child's records.	Seven out of seven child information cards were incomplete.	All child information cards have been completed.	06/13/2021
R 400.1907(3) Child's records.	Ms. Hill did not maintain an accurate record of attendance on 04/05/2021 and 04/06/2021.	Ms. Hill will maintain an accurate record of attendance as outlined by this rule.	06/13/2021

R 400.1919(2) Communicable...	CCA1 and Ms. VanVolkenburg did not have a medical clearance of file.	Ms. VanVolkenburg is no longer employed by Ms. Hill. CCA1 will obtain a medical clearance before CCA1 returns to employment this summer.	06/13/2021
R 400.1933(4) Water supply...	The hot water measured 122.7 degrees at the faucet in the child use bathroom.	Ms. Hill turned the water heater down to the lowest setting. She will monitor the water temperature to ensure compliance.	06/13/2021

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 (231) 922-5309.

Sincerely,



Pamela Walker  
 Child Care Licensing Bureau  
 701 S. Elmwood Ave, Suite 11  
 Traverse City, MI 49684  
 (231) 357-5352