



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 7, 2023

Kimberly Dowlan
6030 Galvin Road
Traverse City, MI 49685

RE: License #: DG280366390

RE: SI LOG #: **Kimberly Dowlan
6030 Galvin Road
Traverse City, MI 49685**

Dear Kimberly Dowlan:

This letter is to advise you that the 06/07/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection 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 400.1907(2)	During the inspection, I found six child information cards and child in care statement forms which were not updated in over a year.	I will have parents update the child information cards and the child in care statement forms. To maintain compliance, I will review child records twice a year.	06/15/2023
R 400.1945(2)(i)	During the inspection, I found a child with an Amoxicillin allergy with no individual plan identifying how they would be accommodated during each type of emergency.	I developed a plan for the child with the amoxicillin allergy. To maintain compliance, I will review child information cards at enrollment and twice a year to ensure plans are not needed for	06/07/2023

		children with chronic medical conditions.	
R 400.1945(4)	During the inspection, I observed that Ms. Dowlan had only completed three fire drills for 2022.	I will ensure four fire drills are completed every year. To maintain compliance, I will check the fire drill record form every three months.	06/07/2023

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 (231) 922-5309.

Sincerely,



Codie Mayhew, Licensing Consultant
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