



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

January 12, 2021

Keyna Ancic
5805 W Wackerly
Midland, MI 48642

RE: License #: DG560389586

RE: SI LOG #: **Keyna's House**

Dear Ms. Ancic:

This letter is to advise you that the 01/11/2021 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.400.1905(2)	The assistant did not obtain 5 hours of training in 2019.	In the future, Ms. Ancic will make sure all assistants obtain five hours of training per year.	Ongoing
R. 400.1906(1a)	The assistant file did not the name and date of hire.	Ms. Ancic will make a cover page with the required information and put it in the assistant's file.	Immediately
R. 400.1925(2a)	The consent and disclosure forms were not signed prior to being fingerprinted. They were signed two years later.	Ms. Ancic will assure that all assistants will sign the consent and disclosure forms prior to being fingerprinted.	Ongoing

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,

A handwritten signature in cursive script that reads "Gezelle Myers".

Gezelle Myers, Licensing Consultant
Bureau of Community and Health Systems
1509 Washington, Ste A
Midland, MI 48640
(989) 798-4263