



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 11, 2022

Nicole Switzer
3586 Riley Thompson Rd.
Whitehall, MI 49461

RE: License #: DG610383683
The Giggle Box Early Learning Academy
3586 Riley Thompson Rd.
Whitehall, MI 49461

Dear Ms. Switzer:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 05/10/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

At the time of the onsite inspection, Ms. Switzer was present with one child care staff member and seven children. Ms. Switzer was cleaning up from lunch and her staff member was sitting with children who were napping or resting. Children not sleeping were watching a children's television show. Appropriate care and supervision was being provided.

As a result of the inspection, I did not find any rule or law violations.

During the exit conference, technical assistance/consultation was provided regarding the following:

- Staff members must each have their own file and this must also include their name, address, and telephone number.
- I requested that Ms. Switzer sets up her organization screen in MiRegistry.
- I reminded Ms. Switzer that all staff members must be completely qualified before providing care.
- I reminded Ms. Switzer of the only information she is allowed to fill in on child information cards.
- Child in care statements must be dated, even though there is not a line for this.
- I reviewed with Ms. Switzer how to complete the section on child in care statements regarding who is providing food.

During calendar year 2021:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when inspection letters are completed can be found under [Overview of Licensing Reports](#).

Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,

Amanda Wendell

Amanda Wendell, Licensing Consultant
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