



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

September 12, 2022

Michele Ellsworth  
17786 US 23 South  
Presque Isle, MI 49777

RE: License #: DG710363057  
**Michele Ellsworth**  
**17786 US 23 South**  
**Presque Isle, MI 49777**

Dear Ms. Ellsworth:

This letter is to advise you that the 08/26/2022 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](#).

<b>Violation cited</b>	<b>Noncompliance observed</b>	<b>Plan to correct</b>	<b>Date to be completed</b>
R 400.1905(1) Training	Ms. Ellsworth completed three of the required ten hours of annual training for 2021.	Ms. Ellsworth will complete at least 10 hours of annual training.	08/31/2022
R 400.1905(2) Training	Child care staff members Seanna Ellsworth and Matthew Ellsworth did not complete any training hours in 2021. Mr. Ellsworth did not complete training any hours in 2020 either. They are required to complete five hours of training annually.	Ms. Ellsworth will make sure her child care staff members complete at least 5 hours of annual training.	09/30/2022

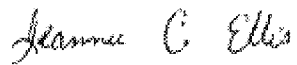
R 400.1905(9) Training	Ms. Ellsworth's two child care staff members, Matthew Ellsworth and Seanna Ellsworth have not completed 2020 and 2021 Mregistry health and safety refresher training.	Ms. Ellsworth and child care staff members will complete the 2020 and 2021 health and safety refresher trainings.	09/30/2022
R 400.1906(1)(c) Records of a licensee; child care staff member; child care assistant	There were no current medical clearances on file for Ms. Ellsworth's two child care staff members, Matthew Ellsworth and Seanna Ellsworth.	Ms. Ellsworth will have the medical clearances completed and turned in.	08/29/2022
R 400.1907(1)(a) Child's records	Three of the six child records reviewed did not have completed child information cards reviewed were missing information including; (1) the signature was not dated, (1) N/A for the allergies/special needs/special instructions section, (1) did not have a child information card on file.	Ms. Ellsworth will make sure all child information records are completed.	07/30/2022
R 400.1907(1)(b) Child's records.	Two of the six child in care statements was not signed and dated but the parent.	Ms. Ellsworth will have all child in care statements signed and updated.	07/23/2022
R 400.1907(3) Child's records	The attendance records did not include the last names of the children in care	Ms. Ellsworth will make sure last names are on attendance records.	07/23/2022
R 400.1934(4) Heating; ventilation; lighting; radon	There were no current radon test results on file.	Ms. Ellsworth will complete a radon test and send results to licensing.	09/20/2022

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 (866) 865-0006.

Sincerely,

A handwritten signature in cursive script that reads "Jeannie C. Ellis".

Jeannie Ellis, Licensing Consultant  
Child Care Licensing Bureau  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(989) 590-0191