



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF  
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL  
LANSING

DR BEVERLY WALKER  
GRIFFEA  
DIRECTOR

07/19/2024

Kayla and Donald Harris  
License Number:  
DG740276595

Dear Mr. and Mrs. Harris,

This letter is to advise you that the 07/08/2024 corrective action plan you submitted, regarding each rule violation cited in the recently completed Inspection, 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 400.1945(2)	Emergency procedures (subrules D, E, F, G, and H) required under this rule were not posted.	I will update and post missing parts of my emergency procedures.	07/12/2024
R 400.1945(1)	Emergency procedures (subrules D and E) required under this rule were not posted.	I will update and post missing parts of my emergency procedures.	07/12/2024
R 400.1906(1)(c)(i)	Mrs. Harris did not have an updated (within 1 year) physical on file at the time of this onsite.	Myself and D.H completed physicals but did not have verification at the time of the onsite. A copy of the physical will be sent to the department. L.H. will provide an updated document with the date of her exam.	07/08/2024
R 400.1906(1)(f)	A signed consent and disclosure form was not on site for Licensee, K.H. and D.H.	I will try to locate D.H. and my form and send it to the consultant. If I can't locate the form, we will complete a new one	07/08/2024

		and place it in the file. resign the document and place it in my file.	
R 400.1905(2)	Assistant caregivers, D.H. and L.H. did not have the required 5 hours per year during the 2022 and 2023 calendar years.	I will monitor staff training hours to ensure they maintain 5 hours of training per year.	
R 400.1907(1)(b)	In viewing children records a total of 5 enrolled children did not have a child-in-care statement on file.	I will have parents complete the child in- care statements for missing children.	07/12/2024
R 400.1907(3)	At the time of my arrival, there were 9 children present and only 7 were signed in for the day.	I will be sure to sign children in at the time of their arrival.	07/08/2024
R 400.1906(1)(c)(ii)	At the time of my onsite, an updated physical (within 1 year) was not on file for CCSM 's, D.H. and L.H. The physical on file for L.H. did not have a date of exam listed.	I completed a physical for myself and D.H. but could not provide verification. Moving forward, I will have verification on file at the time of my renewal. L.H. will provide an updated form with the date.	07/12/2024

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 RaSheeda Mitchell at mitchellr6@michigan.gov. In the event that RaSheeda Mitchell is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Sincerely,



RaSheeda Mitchell, Licensing Consultant