



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

MARLON I. BROWN, DPA
 ACTING DIRECTOR

September 15, 2023

Charlotte Howell
 566 Colorado Ave.
 Marysville, MI 48040

RE: License #: DG740314881
Charlotte Howell
566 Colorado Ave.
Marysville, MI 48040

Dear Mrs. Howell:

This letter is to advise you that the 09/14/2023 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
R400.1904a (2) (a) (b) (c) Child care staff member; employment requirements.	<p>I reviewed the files of four child care staff members and none had verification of current infant, child, and adult CPR or First Aid in their files.</p> <p>The four child care staff members did not have the verification that the above training had been completed prior to caring for children.</p>	All child care staff members have completed CPR and First Aid. Verification has been placed in their files.	08/19/2023

R400.1905 (1) Training	Ms. Howell did not have verification of completion of 10 clock hours of training for 2022. She also had not have verification of completed hours thus far for 2023.	Training will be completed by December 2023. This will include 10 hours that is to be made up from 2022, as well as completing the required hours for 2023.	12/31/2023
R400.1905 (2) Training	One child care assistant who had been employed since August 2021 did not have verification of 5 clock hours of training for 2022. There also had not been any completed clock hours of training yet for 2023.	All child care staff members will complete 5 clock hours of training for 2021, 2022, and 2023 by December 2023.	12/31/2023
R400.1905 (3) (a) (b) (c)Training R400.1906 (1) (c) (i)	The four child care staff members did not have verification that training on safe sleep, recognition of and the reporting of child abuse and neglect, and prevention of shaken baby syndrome, abusive head trauma, and child maltreatment had been completed prior to caring for children.	Current child care staff will have the required training completed by 09/30/2023. Any new child care staff members will have the required training completed within 90 days.	09/30/2023
R400.1906 (1) (c) (ii)	Ms. Howell did not have an updated medical statement signed by a licensed physician at the time of renewal. The four child care staff members did not have medical statements signed by a licensed physician in their file.	All medical statements have been updated for child care staff members and Ms. Howell.	09/10/2023

R400.1906 (1) (g)	The four child care staff members did not have a written statement that was signed and dated in their file regarding the above information.	Will be obtained and placed in the file.	09/30/2023
R400.1905 (4) (a-g) Training	One child care staff member, who had been employed since August 2021, did not have verification that MiRegistry course 1 or 2 had been completed.	Current child care staff will have the required training completed by 09/30/2023. Any new child care staff members will have the required training completed within 90 days.	09/30/2023
R400.1905 (7) Training	Ms. Howell's CPR and first aid training had expired based on the dates on her certification card.	Updated CPR and first aid has been completed.	08/19/2023

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 (810) 787-7031.

Sincerely,



Christine Noel, Licensing Consultant
 Child Care Licensing Bureau
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 P.O. Box 30837
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 (586) 256-1968