



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

October 11, 2022

Michele Hughes
 915 Grand Avenue
 Sturgis, MI 49091

RE: License #: DG750391944

RE: SI LOG #: **Michele Hughes**
915 Grand Avenue
Sturgis, MI 49091

Dear Ms. Hughes:

This letter is to advise you that the 10/11/2022 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](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.1907(1)(a) Child's records.	I reviewed 14 child information cards, and 9 cards were missing required information such as physician phone numbers, allergies/special needs, employment names and phone numbers, release information, and the parent's initials for emergency medical care.	The licensee stated that she will obtain the missing information from the child information cards.	10/17/2022
R 400.1907(3) Child's records.	The dated daily attendance records for school-age	The licensee stated that she would sign school-age children in	10/12/2022

	children did not reflect the hours that children were in school. The provider was only signing them in when the parents dropped them off in the morning and signing them out when the parents picked them up after school hours.	and out based on the times when they leave and return each day.	
R 400.1934(4) Heating; ventilation; lighting; radon.	The licensee did not test the home for the concentration of radon gas every four years at the time of renewal. The last radon test was completed on 03/08/2017.	The licensee stated that she will complete a new radon test and submit the results to the department.	11/11/2022

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 (616) 356-0183.

Sincerely,



Carrie Harris, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa Street
 PO Box 30664
 Lansing, MI 48909
 (269) 615-5617