



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

July 29, 2022

Shannon Armstrong  
24724 Airline Rd  
Sturgis, MI 49091

RE: License #: DG750406625

RE: SI LOG #: **Tender Touch Daycare**  
**24724 Airline Rd**  
**Sturgis, MI 49091**

Dear Ms. Armstrong:

This letter is to advise you that the 07/06/2022 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 400.1906(1)(b) Records of a licensee; child care staff member; child care assistant.	Daily attendance records were not maintained for one child care staff member detailing his arrive and departure times.	Ms. Armstrong stated that she would maintain attendance records daily for Mr. Armstrong who is her child care staff member.	07/06/2022
R 400.1907(3) Child's records.	The dated daily attendance records for children did not include the last names of children in care.	The licensee stated that she would add last names of children in care.	07/06/2022
R 400.1918(2)	The provider stated that she was using diaper creams that parents	Ms. Armstrong said she would have parents sign a statement	07/16/2022

Medication; administration; procedures.	provide, but written parental permission was not obtained prior to using topical nonprescription medications.	before giving topical nonprescription medications.	
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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  
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 350 Ottawa, N.W.  
 Grand Rapids, MI 49503  
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