



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 21, 2023

Amanda Bilan
38038 Ross St
Livonia, MI 48154

RE: License #: DG820413360
Children Of Castle Gardens
38038 Ross St
Livonia, MI 48154

Dear Ms. Bilan:

This letter is to advise you that the 03/21/2023 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
R400.1903(1)(g) Licensee responsibilities. Responsibilities.	Licensee failed to notify the department within 3 business days regarding changes in the household composition.	In the future, licensee will ensure that the department is notified within 3 business days regarding changes in the household composition.	2/28/2023
R400.1903(9)(b) Licensee responsibilities. Responsibilities.	Licensee failed to provide identifying information to the department regarding new adult household member.	In the future, licensee will ensure that she provides identifying information to the department regarding new adult household member.	2/28/2023
R400.1903(10) Licensee responsibilities. Responsibilities.	Licensee did not complete a Child Care Licensing Information Request form before allowing the adult	In the future, licensee will ensure that a child care licensing information request form is complete before allowing an adult to reside in the home.	3/9/2023

	household member to reside in the home.		
R400.1905(9) Training.	Two of two staff did not complete health and safety refresher 2022.	Licensee will complete health and safety refresher 2022 and, in the future, complete all new published refresher courses within 6 months.	4/5/2023
R400.1918(2) Medication; administration; procedures.	Licensee provided over the counter medication to a child without written permission from the parent.	In the future, licensee will ensure that written permission from the parent is provided prior to administering over the counter medication.	2/28/2023
R400.1918(7) Medication; administration; procedures.	There was no medication form on file including a record of the date, time, and amount of all medication given.	In the future, licensee will ensure that a medication form is on file which includes the date, time, and amount of all medication given.	2/28/2023
R400.1933(4) Water supply;sewage disposal;water temperature.	The hot water temperature exceeded 120 degrees and reached the temperature of 125 degrees.	Licensee has adjusted the water temperature so that it does not exceed 120 degrees.	3/3/2023

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 (517) 284-9730.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your licensing notebook.

Sincerely,

A handwritten signature in black ink that reads "Janeiro Byrd". The signature is written in a cursive style with a large, prominent "B" and "Y".

Janeiro Byrd, Licensing Consultant
Department of Licensing and Regulatory Affairs
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
Office: (517) 284-9730
Cell: (313) 938-5385
Fax: (517) 763-0217