



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

September 30, 2019

Alice Spence
 702 Prospect St
 East Jordan, MI 49727

RE: License #: DF150383843

RE: SI LOG #: **Alice Spence
 702 Prospect St
 East Jordan, MI 49727**

Dear Ms. Spence:

This letter is to advise you that the 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
MCL 722.155n	The Consent and Disclosure for Ryan Spence was not completed.	Alice Spence reviewed all forms to assure that all missing information/signatures were completed. To maintain compliance, she will review all records when completed.	09/26/2019
R 400.1907(1)(a)	Several child information cards were not filled out completely.	Alice Spence reviewed and updated missing information on the child information cards with parents. To maintain compliance, she will be reviewing the child information cards prior to the child's initial attendance	09/27/2019

		and she will update the child information cards annually.	
R 400.1923(2)(e)	During diapering, caregivers were observed using Clorox wipes to clean the pad instead of following the 3-step method.	Alice Spence immediately started following the 3-Step method. To maintain compliance, Ms. Spence hung the 3-step process above the diapering area and she purchased cleaners.	09/26/2019
R 400.1923(2)(g)	There was no garbage bin for diapers and diapers were being disposed of in the kitchen garbage.	Alice Spence began disposing of diapers in the outdoors garbage bin located in the garage. To maintain compliance, she ensured all staff were aware of the new diapering disposal procedure and she will review the diapering rule with staff.	09/26/2019
R 400.1932(2)	Dangerous and hazardous materials like mouthwash and hygiene products were accessible to children in the bathroom.	Alice Spence moved all hygiene products and hazardous materials, so it was not accessible to children. To maintain compliance, Ms. Spence stated that she will review the rule with family to make sure the bathroom counter stays clear of hazardous materials.	09/26/2019

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 (231) 922-5309.

Sincerely,



Codie Mayhew, Licensing Consultant
BCHS/Child Care Licensing Division
701 S. Elmwood Ave, Suite 11
Traverse City, MI 49684
(231) 342-5006