



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

March 4, 2020

Shannon Phelps
 Northwest Michigan Community Action Agency Inc
 3963 Three Mile Rd
 Traverse City, MI 49686

RE: License #: DC100314873
 RE: SI LOG #: **2020D0790005**
NMCAA Preschool - Platte River
11434 Main Street
Honor, MI 49640

Dear Ms. Phelps:

This letter is to advise you that the 02/12/2020 corrective action plan you submitted, regarding each rule violation cited in the recently completed Interim Inspection 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 400.8125(1)	On 12/09/2019, Ms. Fernanda Acosta took four children to the bathroom. She returned to the classroom with three children. Based on interviews with child care staff members, Child A was unintentionally left in the restroom for about 30 seconds and she was found in the hallway crying.	Ms. Ashley Olstad reports that she will ensure that child care staff members always provide appropriate care and supervision of children. She states that the center's policy is to provide active, direct supervision at all times. She indicates that the center provided various trainings in relation to providing appropriate care and supervision. To maintain compliance, staff will continue to count out children when transitioning them to other	12/10/2019

		rooms. Staff completed a training on active supervision on 12/09/2019, 12/10/2020, and 01/21/2020. Also, Ms. Abria Morrow and Ms. Ashley Olstad attended another active supervision training on 02/07/2020. Ms. Olstad will ensure that staff follow the six strategies of active supervision as well as having staff re-evaluate their active supervision plans at regular intervals.	
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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 (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