



STATE OF MICHIGAN  
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
 LANSING

GRETCHEN WHITMER  
 GOVERNOR

ORLENE HAWKS  
 DIRECTOR

June 23, 2020

Tricia Ryan  
 Foundation for Behavioral Resources  
 600 S Lincoln St  
 Augusta, MI 49012

RE: License #: DC390313702  
**CDC - Forest**  
**5196 Comstock Ave.**  
**Comstock, MI 49048**

Dear Ms. Ryan:

This letter is to advise you that the 06/23/2020 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
R400.8110(4) Applicant; licensee; licensee designee; requirements.	The licensing notebook was missing reports/corrective action plans, including an addendum to the original report, dated 03/14/2019, corrective action plans for special investigation numbers 2020D0208005 and 2020D0208006, and special investigation report, dated 2020D0208009.	The licensee designee will print all reports and obtain copies of the corrective action plans for the licensing notebook. The licensing notebook will continue to be maintained by the program director.	07/30/2020

R400.8143(1) Children's Records.	Ten children's records were reviewed. Five child information cards were missing information, including allergy information and date of admission.	All child information cards will be reviewed and updated with all lines completed.	09/01/2020 and ongoing
-------------------------------------	---	--	---------------------------

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 at (269) 568-2686. 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,



Roxanne Duckworth, Licensing Consultant  
Bureau of Community and Health Systems  
Child Care Licensing Division  
322 E. Stockbridge Ave  
Kalamazoo, MI 49001