



STATE OF MICHIGAN
 DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
 LANSING

GRETCHEN WHITMER
 GOVERNOR

ORLENE HAWKS
 DIRECTOR

September 10, 2020

April Kehrer
 3031 Azalea Dr.
 Interlochen, MI 49643

RE: License #: DF280332882

**April Kehrer
 3031 Azalea Dr.
 Interlochen, MI 49643**

Dear Ms. Kehrer:

This letter is to advise you that the 09/09/2020 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
MCL 722.113g(2) Licensing notebook.	Ms. Kehrer did not maintain a licensing notebook with reports from all licensing inspections and corrective action plans with a summary sheet outlining the reports.	Ms. Kehrer gathered all reports and corrective action plans and put them in her licensing notebook with a summary sheet.	09/09/2020

R 400.1903(8)(a) Licensee responsibilities.	Ms. Kehrer did not have a policy and procedure on smoking and vaping that included ensuring that smoking and vaping do not occur in child-use space, on the premises of a child care home while children are in care, and in a vehicle when used to transport children who are in care.	Ms. Kehrer had parents complete new "Child in Care Statements" containing the no smoking/no vaping policy.	08/24/2020
R 400.1903(8)(b) Licensee responsibilities.	Ms. Kehrer did not post a notice in a conspicuous location stating that smoking and vaping are prohibited on the premises during child care hours.	Ms. Kehrer posted the no smoking/no vaping sign near her front door.	09/07/2020
R 400.1905(1) Training.	Ms. Kehrer did not complete 10 clock hours of training in 2019.	Ms. Kehrer will complete 10 clock hours of training annually.	Immediately and ongoing
R 400.1907(1)(a) Child's records.	Ms. Kehrer did not maintain a completed child information card for each enrolled child. One enrolled child did not have a child information card on file.	Ms. Kehrer had families fill out new child information cards.	08/24/2020
R 400.1907(1)(b) Child's records.	Ms. Kehrer did not obtain a complete "Child in Care Statement" for all enrolled children.	Ms. Kehrer had families fill out new "Child in Care Statements."	08/24/2020
R 400.1907(2) Child's records.	Ms. Kehrer did not ensure child information cards and "Child in Care Statements" were updated annually or when information changed.	Ms. Kehrer will have parents update child information cards and "Child in Care Statements" every year.	Annually by April

R 400.1915(5) Indoor space; play equipment and materials.	Ms. Kehrer did not post the recall list of unsafe children's products in a conspicuous location.	Ms. Kehrer posted the recall list by her front door.	08/20/2020
R 400.1918(7) Medication; administration; procedures.	Ms. Kehrer administered Tylenol to a child without recording the date, time, and amount of medication given using a form provided by the department.	Ms. Kehrer started recording the date, time, and amount of medication given using a form provided by the department.	08/24/2020
R 400.1921(4)(a) Water hazards; water activities.	Ms. Kehrer did not ensure the wading pool used by child care children was clean and free of debris.	Ms. Kehrer stopped using the wading pool and will always make sure it is clean and free of debris.	08/20/2020 and ongoing
R 400.1921(4)(b) Water hazards; water activities.	Ms. Kehrer did not empty and clean the wading pool after each play period and immediately when it became dirty or contaminated.	Ms. Kehrer stopped using the wading pool and will always clean the wading pool after each play period in the future.	08/20/2020 and ongoing
R 400.1921(4)(c) Water hazards; water activities.	Ms. Kehrer did not empty the wading pool when it was not in use.	Ms. Kehrer stopped using the wading pool and will always make sure it is emptied when not in use.	08/20/2020 and ongoing
R 400.1921(10)(b) Water hazards; water activities.	Ms. Kehrer did not obtain seasonal written permission from a child's parent for his/her participation in water play activities on the child care home premises.	Ms. Kehrer had parents complete seasonal water play permission forms and will have permission forms for water play every year.	08/24/2020 and June of each year.
R 400.1923(2)(e) Diapering and toilet learning.	Ms. Kehrer used soapy water and bleach water in her diapering area. She was not rinsing the soapy water before the sanitizing step as required.	Ms. Kehrer started rinsing the diaper area after using the soapy water and before sanitizing.	08/20/2020

R 400.1932(1) Home maintenance and safety.	There was broken lattice with protruding screws on the bottom of the deck in the outdoor play area. The gas grill with a connected propane tank, located in the outdoor play area, was uncovered and accessible to children.	Ms. Kehrer will cover the grill or disconnect it before children go outside. She will pull out the protruding screws before children play outside. She will replace or remove the broken lattice.	Immediately Immediately 09/12/2020
R 400.1932(2) Home maintenance and safety.	Sharp knives, a pizza cutter, a cork screw with a sharp point, and household cleaners were accessible to children in the kitchen. Personal care items, shampoos, body wash, and topical hot/cold therapy medication with labels stating "keep out of the reach of children" were accessible to children in the bathroom.	Ms. Kehrer moved all dangerous and hazardous items and made them inaccessible to children.	08/20/2020
R 400.1932(4) Home maintenance and safety.	Ms. Kehrer did not install a handrail on her deck that has 3 steps and a total rise of 24 inches.	Ms. Kehrer will reinstall a handrail on the deck. She will hold children's hands to go up and down the stairs until the railing is installed.	09/21/2020
R 400.1933(4) Water supply; sewage disposal; water temperature.	The hot water temperature at the child-use sink in the bathroom was 125.2 degrees Fahrenheit.	Ms. Kehrer turned the water heater down and will monitor the temperature weekly.	09/09/2020
R 400.1934(4) Heating; ventilation; lighting; radon.	Ms. Kehrer did not test the child care home for radon gas every 4 years at the time of license renewal.	Ms. Kehrer will complete a radon test and send the results to child care licensing.	10/01/2020

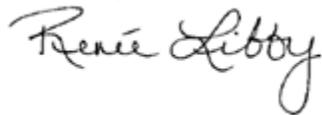
R 400.1936(5) Animals and pets.	Dog food and a water dish were accessible to children in the area adjacent to the dining space used by child care children.	Ms. Kehrer moved the pet food and water dishes to make them inaccessible to children.	08/21/2020
R 400.1945(1) Emergency; plan; drill.	Ms. Kehrer did not have a written emergency response plan for the care of children posted in a conspicuous location within the child care home.	Ms. Kehrer rewrote and posted emergency plans that are compliant with the rule.	09/09/2020
R 400.1945(2) Emergency; plan; drill.	Ms. Kehrer did not have written emergency plans covering evacuation, safely moving children to a relocation site, sheltering-in-place, lockdown, contacting parents and reuniting families, continuing operations after a disaster, infant, toddler and children with special needs, or medical condition accommodations for each type of emergency.	Ms. Kehrer added emergency plans covering all requirements outlined in the rule and posted them.	09/09/2020
R 400.1952(2) Child transportation; parent permission; child information card; required when off-premises.	Two children did not have walking field trip permissions on file at the time of the renewal inspection.	Ms. Kehrer had parents complete walking field trip permission forms.	08/24/2020
R 400.1952(3) Child transportation; parent permission; child information card; required when off-premises.	Ms. Kehrer did not have copies of each child's information card or a first aid kit containing accessible at all times when children went on walking field trips around the neighborhood.	Ms. Kehrer started taking a first aid kit and child emergency cards with her every time she leaves the premises with children.	09/08/2020

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,

A handwritten signature in cursive script that reads "Renee Libby".

Renee Libby, Licensing Consultant
Bureau of Community and Health Systems
Suite 11
701 S. Elmwood
Traverse City, MI 49684
(231) 357-3087