

Parent Notification of the Licensing Notebook Requirement
Child Care Organizations Act, 1973 Public Act 116

All child care centers must maintain a licensing notebook which includes all licensing inspection reports, special investigation reports and all related corrective action plans (CAP). The notebook must include all reports issued and CAPs developed on and after May 27, 2010 until the license is closed.

- This center maintains a licensing notebook of all licensing inspection reports, special investigation reports and all related corrective action plans.
- The notebook will be available to parents for review during regular business hours.
- Licensing inspection and special investigation reports from the past two years are available on the Bureau of Children and Adult Licensing website at www.michigan.gov/michildare.

I have read the above statement issued by _____.
Name of Child Care Center

Parent Name _____

Parent Signature _____ Date _____

I have read, understand and agree to all the policies set forth in the SHA latchkey handbook including payment policy.

Printed Name Parent/Guardian

Signature Parent/Guardian

Date