

NOTIFICATION TO PARENTS OF A HIGH RISK PA 116 SPECIAL INVESTIGATION

Michigan Department of Human Services

Dear Parent:

On _____, I was notified that Children's Protective Services (CPS) is conducting a high risk special investigation regarding my child care facility,

Print Name of Your Child Care Facility

The Child Care Organizations Act (1973 PA 116) requires registrants/licensees to verbally notify parents within 24 hours of becoming aware of high risk special investigation and to provide written notification one business day after the verbal notification. Written notification must be by mail, fax or email.

On _____, you were verbally notified that CPS was conducting a high-risk special investigation at my child care facility. This letter will serve as written notification.

(Check if this item applies.) On _____, you were verbally notified that the individual being investigated is still present at the child care facility and has and/or will come into contact with your child. This letter will serve as written notification.

By law, I am unable to disclose to you the nature of the allegation, the names of the child(ren) involved or the name of the complainant. The Bureau of Children and Adult Licensing will post a copy of their investigative findings on their website at www.michigan.gov/michildcare.

Thank you for your understanding in this matter.

Signature of Registrant/Licensee or Designee

Date

Department of Human Services (DHS) will not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, sex, sexual orientation, gender identity or expression, political beliefs or disability. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you are invited to make your needs known to a DHS office in your area.

AUTHORITY: P.A. 116 of 1973.
COMPLETION: Required.
PENALTY: Loss of license to run child care facility.