

OMB Control No: 0970-0114

Expiration date: 03/31/2027

THE PAPERWORK REDUCTION ACT OF 1995 (Pub. L. 104–13)

The purpose of this information collection is the application for CCDF funds and provides ACF and the public with a description of, and assurance about, the States' and Territories' child care programs. Public reporting burden for this collection of information is estimated to average 150 hours per response, including the time for reviewing instructions, gathering, and maintaining the data needed, and completing the form. This is a mandatory collection of information (Pub. L. 113–186), and 42 U.S.C. 9858.

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**Appendix 1: Lead Agency Implementation Plan
for
State/Territory Michigan
FFY 2025 – 2027
Version: Initial Plan**

Plan Status: Approved as of 2024-11-09 00:25:06 GMT

For each non-compliance, Lead Agencies must describe the following:

- **Action Steps:** List the action steps needed to correct the finding (e.g., update policy manual, legislative approval, IT system changes, etc.). For each action step list the:
 - o **Expected Completion Date:** List the expected completion date for the action step.
- **Overall Target Date for Compliance:** List date Lead Agency anticipates completing implementation, achieving full compliance with all aspects of the findings. (Note: Compliance will not be determined until the FFY 2025-2027 CCDF Plan is amended and approved).

EQUAL ACCESS:AFFORDABILITY

Reason(s) for non-compliance:

- The Lead Agency does not provide data on the extent to which CCDF providers charge families additional amounts above the required co-payment (including data on the size and frequency of such amounts), as required by 98.45(b)(5). (Plan Question 3.1.2eii)

Overall Target Completion Date: 07/01/2027

Action Step Number	Action Step Description	Target Completion Date
1	The lead agency will modify its data collection methods in the 2026/2027 Market Rate Survey/ Alternative Methodology study to ensure collection of provider tuition amounts charged above and beyond the established family co-payment schedule in Michigan.	07/01/2027

EQUAL ACCESS:PAYMENT PRACTICES

Reason(s) for non-compliance:

- The Lead Agency does not pay all provider types prospectively or alternatively does not demonstrate that it is not a generally-accepted practice for all provider types, as required by 98.45(m)(1). (Plan Question 4.4.1a). Please note the Lead Agency has an approved waiver for this requirement through August 1, 2026.
- The Lead Agency does not pay license-exempt in-home providers based on enrollment or alternatively does not provide justification that this is impracticable or is not a generally-accepted practice, as required by 98.45(m)(2). (Plan Question 4.4.1b). Please note the Lead Agency has an approved waiver for this requirement through August 1, 2026.
- The Lead Agency does not pay license-exempt in-home providers on a part-time or full-time basis or alternatively does not provide justification that this is not a generally-accepted practice, as required by 98.45(m)(3). (Plan Question 4.4.2a)

Overall Target Completion Date: 08/01/2026

Action Step Number	Action Step Description	Target Completion Date
1	The lead agency has submitted a waiver with an expected completion date.	08/01/2026
2	The Department will request additional funding to support system modifications to support prospective payments, part-time and full-time payments and enrollment based payments for all provider types.	10/01/2025
3	Contract with a consultant to research other state methods for prospective payments, lead stakeholder engagement activities and formulate recommendations to the Department related to key aspects in regard to implementing prospective payments for providers.	09/01/2025
4	Utilize stakeholder recommendations to begin design recommendations for billing system changes.	12/31/2025
5	Acquire legislative authority to pay by part-time/full-time and enrollment vs attendance for license exempt providers.	08/01/2026
6	Provide training and resources to providers specific to prospective billing requirements.	07/31/2026
7	Complete system changes and implement prospective payments for all providers.	07/31/2026

EQUAL ACCESS:PROVIDER OPTIONS FOR PARENTS

Reason(s) for non-compliance:

- The Lead Agency does not provide grants or contracts for direct services for infants and toddlers, for children in underserved geographic areas, and for children with disabilities, as required by 98.30(b)(1). (Plan Questions 4.1.1c and 4.5.1i). Please note the Lead Agency has an approved waiver for this requirement through August 1, 2026.

Overall Target Completion Date: 08/01/2026

Action Step Number	Action Step Description	Target Completion Date
1	The lead agency has submitted a waiver with an expected completion date.	08/01/2026
2	The Department will request additional funding to support system modifications to support grant payments.	10/01/2025
3	Contract with a consultant to review pilot findings, review other state methods for grants/contracts, identify eligibility criteria (including definitions for children with disabilities and underserved geographic areas and newly created maps that demonstrate child care scholarship use), estimate additional costs, explore technology enhancements (if necessary), identify entity for grants/contracts, lead stakeholder engagement activities and formulate recommendations to the Department related to key aspects in regards to implementing grants/contracts.	09/01/2025
4	Utilize stakeholder recommendations to begin design recommendations for grants and contracts as needed for the billing system, reporting and the creation of an RFP for a lead entity (if applicable).	12/31/2025
5	Request a budget appropriation to implement some grants and contracts	09/01/2025

HEALTH AND SAFETY:INSPECTION OF IN-HOME CARE

Reason(s) for non-compliance:

- The Lead Agency does not have requirements for an annual inspection of enforceable health and safety standards for license exempt in-home providers, as required by 98.42(b)(2)(iv)(B). (Plan Question 5.5.3a)

Overall Target Completion Date: 10/01/2024

Action Step Number	Action Step Description	Target Completion Date
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1	Lead Agency implemented standards for license exempt in-home care effective 10/1/2024, awaiting OCC review and approval of Plan amendment indicating compliance.	10/01/2024
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EQUAL ACCESS:SUPPLY BUILDING STRATEGIES

Reason(s) for non-compliance:

- The Lead Agency does not adequately describe strategies to improve the supply and quality of child care for children with disabilities, as required by 98.16(y) and (aa). (Plan Question 4.5.4c)

Overall Target Completion Date: 08/01/2026

Action Step Number	Action Step Description	Target Completion Date
1	The Department will request additional funding to support system modifications to support grant payments.	10/01/2025
2	Contract with a consultant to review pilot findings, review other state methods for grants/contracts, identify eligibility criteria (including definitions for children with disabilities and underserved geographic areas and newly created maps that demonstrate child care scholarship use), estimate additional costs, explore technology enhancements (if necessary), identify entity for grants/contracts, lead stakeholder engagement activities and formulate recommendations to the Department related to key aspects in regards to implementing grants/contracts.	09/01/2025
3	Utilize stakeholder recommendations to begin design recommendations for grants and contracts as needed for the billing system, reporting and the creation of an RFP for a lead entity (if applicable).	12/31/2025
4	Request a budget appropriation to implement some grants and contracts	09/01/2025

HEALTH AND SAFETY:ADMINISTRATION OF MEDICATION

Reason(s) for non-compliance:

- The Lead Agency has not established a standard for the administration of medication consistent with standards for parental consent for license-exempt in-home care, as required by 98.41(a)(1)(iii). (Plan Questions 5.3.3avi and 5.3.3bvi)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for administration of medication consistent with standards for parental consent, and with related pre-service or orientation training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Lead Agency implemented standards for license exempt in home care effective 10/1/24, awaiting OCC review and approval of plan amendment indicating compliance	10/01/2024
2	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners	05/31/2025
3	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
4	Certificate of Adoption will be submitted and final rules will be filed with the Office of the Great Seal.	09/30/2025
5	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
6	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
7	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

HEALTH AND SAFETY:BUILDING AND PHYSICAL PREMISES SAFETY

Reason(s) for non-compliance:

- The Lead Agency standard for building and physical premises safety does not include the identification of and protection from vehicular traffic for licensed family child care homes, and does not include the identification of and protection from hazards, bodies of water, and vehicular traffic for license-exempt in-home care, as required by 98.41(a)(1)(v). (Plan Questions 5.3.5cii, 5.3.5avi, 5.3.5bvi, and 5.3.5cvi)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for building and physical premises safety, including the identification of and protection from hazards, bodies of water, and vehicular traffic, and with related pre-service or orientation training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Lead Agency implemented standards for license exempt in-home care, effective 10/1/2024 for license exempt providers, awaiting OCC review and approval of Plan amendment indicating compliance.	10/01/2024
2	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners.	05/31/2025
3	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
4	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
5	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
6	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
7	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

HEALTH AND SAFETY:CHILD DEVELOPMENT

Reason(s) for non-compliance:

- The Lead Agency's pre-service or orientation training on child development for licensed centers and licensed family child care homes does not include all of the major domains of child development, as required by 98.44(b)(1)(iii). (Plan Question 5.4.1I)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care homes for compliance with pre-service or orientation training requirements related to child development, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Lead Agency implemented updated training standards effective 10/1/24, awaiting OCC review and approval of Plan amendment indicating compliance.	10/01/2024
2	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners	05/31/2025
3	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
4	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
5	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
6	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
7	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

HEALTH AND SAFETY:EMERGENCY PREPAREDNESS AND RESPONSE PLANNING

Reason(s) for non-compliance:

- The Lead Agency standards for emergency preparedness and response planning do not include all the required elements for licensed centers or license-exempt in-home care, as required by 98.41(a)(1)(vii). (Plan Questions 5.3.7i-x)
- The Lead Agency does not require pre-service or orientation training on emergency preparedness and response planning for licensed centers, licensed family child care homes, and license-exempt in-home providers, as required by 98.44(b)(1)(i). (Plan Question 5.4.1g)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for emergency preparedness and response planning and with related pre-service or orientation training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Lead Agency implemented standards effective for license exempt in home care 10/1/24, awaiting OCC review and approval of plan amendment indicating compliance.	10/01/2024
2	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners.	05/31/2025
3	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
4	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
5	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
6	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025

7	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025
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HEALTH AND SAFETY:HANDLING AND STORAGE OF HAZARDOUS MATERIALS AND DISPOSAL OF BIOCONTAMINANTS

Reason(s) for non-compliance:

- The Lead Agency has not established a standard for the handling and storage of hazardous materials and the appropriate disposal of biocontaminants for license-exempt in-home care, as required by 98.41(a)(1)(viii). (Plan Questions 5.3.8avi and 5.3.8bvi)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for handling and storage of hazardous materials and disposal of biocontaminants and with related pre-service or orientation training, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Lead Agency implemented standards for license exempt in home care effective 10/1/24, awaiting OCC review and approval of plan amendment indicating compliance.	10/01/2024
2	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners	05/31/2025
3	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
4	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
5	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
6	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025

7	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025
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HEALTH AND SAFETY:IDENTIFICATION AND REPORTING OF CHILD ABUSE

Reason(s) for non-compliance:

- The Lead Agency does not require staff in licensed centers and licensed family child care homes to complete pre-service or orientation training within three months on identification and reporting of child abuse, as required by 98.44(b). (Plan Question 5.4.1m)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for identification and reporting of child abuse and with related pre-service or orientation training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners	05/31/2025
2	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
3	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
4	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
5	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
6	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

HEALTH AND SAFETY:ONGOING TRAINING

Reason(s) for non-compliance:

- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with ongoing training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners	05/31/2025
2	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
3	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
4	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
5	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
6	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

HEALTH AND SAFETY:PEDIATRIC FIRST AID AND PEDIATRIC CPR

Reason(s) for non-compliance:

- The Lead Agency has not established a standard for pediatric first aid for all staff in licensed centers, licensed family child care homes, or out-of-school programs, as required by 98.41(a)(1)(x). (Plan Questions 5.3.10ai, 5.3.10aii, and 5.3.10avii)
- The Lead Agency does not require pre-service or orientation training on pediatric first

aid for licensed centers and licensed family child care homes, as required by 98.44(b)(1)(i). (Plan Question 5.4.1j)

- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for pediatric first aid and pediatric CPR and with related pre-service or orientation training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners	05/31/2025
2	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
3	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
4	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
5	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
6	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

HEALTH AND SAFETY:POSTING INSPECTION REPORTS

Reason(s) for non-compliance:

- The Lead Agency does not post full monitoring and inspection reports that include all areas of compliance and non-compliance for licensed centers and licensed family child care providers, as required by 98.33(a)(4)(ii). (Plan Question 5.5.4a). Please note the Lead Agency has an approved waiver for portions of this requirement through August 1, 2026.
- The Lead Agency monitoring and inspection reports do not contain all the required elements, specifically the Lead Agency is not posting a minimum of three years of

results where available for licensed centers or licensed family child care providers, as required by 98.33(a)(4). (Plan Question 5.5.4b)

Overall Target Completion Date: 08/01/2026

Action Step Number	Action Step Description	Target Completion Date
1	Lead Agency implementation of effective 10/1/24 for posting three years' worth of reports for all provider types, awaiting OCC review and approval of plan amendment indicating compliance.	10/01/2024
2	The lead agency requested a waiver to meet this non-compliance. The waiver was submitted prior to December 30, 2024.	08/01/2026
3	Child care licensing will continue working with OCC TA to align reports with new licensing rules.	07/30/2025
4	Systems modifications to accommodate and utilize new inspection reports.	09/30/2025

HEALTH AND SAFETY:PRECAUTIONS IN TRANSPORTING CHILDREN

Reason(s) for non-compliance:

- The Lead Agency has not established a standard for precautions in transporting children for license-exempt in-home care, as required by 98.41(a)(1)(ix). (Plan Question 5.3.9vi)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for precautions in transporting children and with related pre-service or orientation training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Lead Agency implemented standards for license exempt in home care effective 10/1/24, awaiting	10/01/2024

	OCC review and approval of plan amendment indicating compliance.	
2	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners	05/31/2025
3	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
4	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
5	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
6	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
7	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

HEALTH AND SAFETY:PREVENTION AND CONTROL OF INFECTIOUS DISEASES

Reason(s) for non-compliance:

- The Lead Agency has not established a standard for immunizations for licensed centers, licensed family child care, license-exempt in-home providers, or out-of-school programs, and for the prevention and control of infectious diseases for licensed-exempt in-home care providers, as required by 98.41(a)(1)(i). (Plan Questions 5.3.1avi, 5.3.1bi, 5.3.1bii, 5.3.1bvi, and 5.3.1bvii)
- The Lead Agency does not require all staff in licensed centers and licensed family child care homes complete pre-service or orientation training within three months on prevention and control of infectious diseases (including immunizations), as required by 98.44(b). (Plan Question 5.4.1m)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for prevention and control of infectious diseases (including immunizations), and with related pre-service or orientation training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Research to identify options to reduce the grace period for immunizations.	01/31/2025
2	Engagement with stakeholders from Child Care Licensing, Michigan Department Health and Human Services (MDHHS) Foster Care, MDHHS Immunization, McKinney Vento Coordinator at Michigan Department Education, and MDHHS Eligibility Specialist to review options and make a recommendation for a policy change.	02/28/2025
3	Identification of technology changes needed to implement new policy.	03/31/2025
4	Technology update completed and new policy implemented.	01/01/2026
5	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners.	05/31/2025
6	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
7	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
8	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
9	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
10	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

HEALTH AND SAFETY: PREVENTION AND RESPONSE TO EMERGENCIES FROM FOOD AND ALLERGIC REACTIONS

Reason(s) for non-compliance:

- The Lead Agency has not established a standard for the prevention of and response to emergencies due to food and allergic reactions for licensed centers, licensed family child care homes, license-exempt in-home care, or out-of-school programs, as required by 98.41(a)(1)(iv). (Plan Questions 5.3.4ai, 5.3.4aii, 5.3.4avi, 5.3.4avii, 5.3.4bi, 5.3.4bii, 5.3.4bvi, and 5.3.4bvii)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for the prevention and response to emergencies from food and allergic reactions and with related pre-service or orientation training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Lead Agency implemented standards for license exempt in home care effective 10/1/24, awaiting OCC review and approval of plan amendment indicating compliance.	10/01/2024
2	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners.	05/31/2025
3	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
4	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
5	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
6	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
7	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

HEALTH AND SAFETY:PREVENTION OF SHAKEN BABY SYNDROME, ABUSIVE HEAD TRAUMA, AND CHILD MALTREATMENT

Reason(s) for non-compliance:

- The Lead Agency has not established a standard for the prevention of shaken baby syndrome, abusive head trauma, and child maltreatment for license-exempt in-home care, as required by 98.41(a)(1)(vi). (Plan Questions 5.3.6avi and 5.3.6bvi)
- The Lead Agency does not require all staff in licensed centers and licensed family child care homes complete pre-service or orientation training within three months on shaken baby syndrome, abusive head trauma, and child maltreatment, as required by 98.44(b). (Plan Question 5.4.1m)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for prevention of shaken baby syndrome, abusive head trauma, and child maltreatment and with related pre-service or orientation training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Lead Agency implemented standards for license exempt in-home care effective 10/1/24, awaiting OCC review and approval of Plan amendment indicating compliance.	10/01/2024
2	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners	05/31/2025
3	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
4	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
5	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
6	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025

7	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025
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HEALTH AND SAFETY:RATIOS AND GROUP SIZE FOR CCDF PROVIDERS

Reason(s) for non-compliance:

- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care homes for compliance with standards for group size and child-staff ratios, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners	05/31/2025
2	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
3	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
4	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
5	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
6	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

HEALTH AND SAFETY:SUDDEN INFANT DEATH SYNDROME AND SAFE SLEEP

Reason(s) for non-compliance:

- The Lead Agency has not established a standard for the prevention of sudden infant death syndrome and use of safe sleep practices for license-exempt in-home care, as required by 98.41(a)(1)(ii). (Plan Question 5.3.2vi)
- The Lead Agency does not require all staff in licensed centers and licensed family child care homes complete pre-service or orientation training within three months on sudden infant death syndrome and safe sleep practices, as required by 98.44(b). (Plan Question 5.4.1m)
- The Lead Agency does not require an annual unannounced inspection for licensed centers or licensed family child care providers for compliance with a standard for sudden infant death syndrome and safe sleep practices and with related pre-service or orientation training requirements, as required by 98.42(b)(2)(i)(B). (Plan Questions 5.5.1aii and 5.5.1bii)

Overall Target Completion Date: 11/30/2025

Action Step Number	Action Step Description	Target Completion Date
1	Lead Agency implemented standards for license exempt in-home care effective 10/1/24, awaiting OCC review and approval of plan amendment indicating compliance.	10/01/2024
2	Draft licensing rule sets are finalized with input from the Ad Hoc Committees and internal/external partners	05/31/2025
3	Draft rule sets are submitted for review and approval by the Joint Committee for Administrative Rules.	05/31/2025
4	Certificate of Adoption will be submitted, and final rules will be filed with the Office of the Great Seal.	09/30/2025
5	Internal staff and providers will be trained on the revised rule sets.	09/30/2025
6	Modifications will be made to relevant systems to incorporate rule changes into current checklists and documentation procedures.	09/30/2025
7	Rule effective date will be 90 days after the Office of the Great Seal approval.	11/30/2025

PROGRAM INTEGRITY: EFFECTIVE FISCAL MANAGEMENT PRACTICES

Reason(s) for non-compliance:

- The Lead Agency is on a corrective action plan (CAP) for an error rate over 10% reflecting that not all of its fiscal management and internal control practices are sufficiently effective, as required by 98.68(a). (Plan Questions 10.1.2, 10.1.3, 10.1.4, 10.1.5a, and 10.1.6a)

Overall Target Completion Date: 07/01/2025

Action Step Number	Action Step Description	Target Completion Date
1	The lead agency will follow the action steps included in their most recently approved ACF-405 including working with the Michigan Department of Health and Human Services (MDHHS) leadership to continue monitoring the improper payment error rates over 10% and will review common errors, root causes and common questions received in the policy mailbox to help identify suggested policy, technology changes and training needs as well as case error definitions to reevaluate what constitutes a payment error and an administrative error.	07/01/2025

LEAD AGENCY RESPONSIBILITIES:PROGRAM ADMINISTRATION, PLAN DEVELOPMENT, AND PROGRAM/FUNDING COORDINATION

Reason(s) for non-compliance:

- The Lead Agency does not make quarterly financial (ACF-696) reports publicly available on a website, as required by 98.70(d). (Plan Question 7.2.1a)
- The Lead Agency's Statewide Disaster Plan does not include all required elements, as required by 98.16(dd)(2)(iii)(A) and 98.16(dd)(2)(iii)(B). (Plan Questions 8.5.1bv, 8.5.1bvi, and 8.5.1bvii)

Overall Target Completion Date: 03/01/2025

Action Step Number	Action Step Description	Target Completion Date
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1	After receiving OCC approval of submitted quarterly financial report (ACF-696) Michigan will begin posting for FY25 and will post after each quarterly approval ongoing.	03/31/2025
2	Lead Agency implementation of comprehensive statewide disaster plan effective 1/6/25, awaiting OCC review and approval of plan amendment indicating compliance.	01/03/2025