



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

Michelle Richard
ACTING DIRECTOR

Report Type : Renewal
Inspection Type: Renewal

Date of Inspection: 5/21/2024,
Date of Report: 6/6/2024

Licensee Name(s)	License Number
Future Steps, LLC	DC700305351
Capacity	Facility Name
54	Future Steps
Program Type	Licensee Designee(s)
Center	Renee Linscott
Central Administrator(s)	Program Director(s) Name
	Jean Louise Linscott Qualifications: R 400.8113(7)(f) (9). Date PD Approved: 3/27/2012
Facility Address	Mailing Address
11260 8th Ave., Grand Rapids, MI, 49534	11260 8th Ave., Grand Rapids, MI, 49534
Facility Phone Number	Facility Email Address
6167352066	renee.linscott@yahoo.com

Findings of the Inspection

A copy of this renewal inspection report and any associated corrective action plans is available on the Child Care Licensing Bureau [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when renewal inspection reports are completed can be found under [Overview of Licensing Reports](#).

The renewal inspection involved a review of all applicable child care center [administrative rules](#) and [statutes](#). Verification of compliance included direct observations of the physical environment and the program, discussions with staff, and a review of the center's records, including staff records and children's records. Staff records include background checks and training information. Children's records include child information cards, physical examination dates, and immunizations.

During the renewal inspection, licensing consultant Lisa Bush found 5 violations. The violations are listed and explained below. Due to the violations, the licensee/licensee designee must send the

bureau a [corrective action plan](#) by 6/26/2024. The corrective action plan may be submitted in the [Child Care Hub Information Record Portal \(CCHIRP\)](#). The corrective action plan must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.
- The signature of the responsible party and a date.

If you have any questions regarding the report, please contact licensing consultant, Lisa Bush, at (616) 558-0326. In the event that Lisa Bush is not available and you need to speak to someone immediately, please contact the Child Care Licensing Bureau at 517-284-9730.

Inspection Details		
<i>Number of Rules/Statutes Reviewed</i>	<i>Number of Rules/Statute Violations</i>	<i>Number of Rules/Statutes where Technical Assistance was Provided</i>
758	5	2
<i>Number of Children's Records Reviewed : Number of Children Enrolled</i>	<i>Number of Child Care Staff Member Records Reviewed : Number of Staff Employed</i>	<i>Number of Volunteer Records Reviewed : Number of Volunteers</i>
10 : 28	6 : 6	1 : 0
<i>Number of Children Observed : Number of Children Present During Inspection</i>	<i>Number of Child Care Staff Members Observed : Number of Child Care Staff Members Present During Inspection</i>	<i>Number of Volunteers Observed a: Number of Volunteers Present During Inspection</i>
19 : 19	4 : 4	0 : 0
<i>Licensee Interviewed</i>	<i>Program Director Interviewed</i>	<i>Child Care Staff Members Interviewed</i>
No	Yes	Yes

Documentation of Required Inspections		
<i>Type of Inspection</i>	<i>Date of Inspection</i>	<i>Findings</i>
Environmental Health Inspection	4/30/2024	A rating
Fire Inspection	9/12/2022	A rating
Furnace Inspection	4/16/2024	Working and up to code.
Water Heater Inspection	4/16/2024	Working order and up to code.


<i>Rule Number</i>	<i>Rule</i>	<i>Analysis</i>	<i>Conclusion</i>
R 400.8161(3)	Emergency procedures. The plans required by subrule (1)(a) to (d) of this rule must be posted in a place visible to staff and parents.	A plan for natural or man-made disasters was not posted in a place visible to parents.	Repeat Violation Established Reference: : 7/16/2020 :Violation Established;
R 400.8134(4)	Hand washing. Guidelines for hand washing must be posted in food preparation areas, in toilet rooms, and by all hand washing sinks.	There was no handwashing sign posted in the boy's restroom.	Violation Established
R 400.8112(2)(b)	Comprehensive background check; fingerprinting. Maintain a copy of the completed and signed form or forms for each individual entered into the child care background check system under the license.	Three out of the five files reviewed were missing signed consent and disclosure forms.	Violation Established
R 400.8182(3)(a)	Ratio and group size requirements. Infants and toddlers, birth until 30 months of age, child care staff member to child ratio of 1 to 4, maximum group size of 12.	The infant and toddler classroom was operating at a 2:9 ratio. When asked about being out of ratio, a child care staff member stated the other caregiver had an appointment and had to leave for a few hours.	Repeat Violation Established Reference: : 6/13/2018 :Violation Established; : 5/15/2018 :Violation Established;
R 400.8131(6)	Professional development requirements. All child care staff members who work directly with children shall complete 16 clock hours of professional development annually on topics relevant to job responsibilities that include, but are not	Of the five staff files reviewed none of the child care staff members completed the full 16 hours of training for the 2022 and 2023 calendar years.	Repeat Violation Established Reference: : 7/16/2020 :Violation Established; : 9/8/2022 :Violation Established;

	limited to, any of the following subjects:	
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Technical Assistance	
Rule Number	Rule
R 400.8161(4)	The crisis management plan required by subrule (2) of this rule must be maintained in a place known and easily accessible to all personnel.
R 400.8340(3)	Breast milk, formula, milk, other beverages, and food furnished in a same-day supply s must be covered and labeled with the child's first and last name and the date.

Hours of Operation						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
07:00 AM To 6:00 PM	07:00 AM To 6:00 PM	07:00 AM To 6:00 PM	07:00 AM To 6:00 PM	07:00 AM To 6:00 PM		

Bureau Recommendation
Upon receipt of an acceptable corrective action plan, I recommend the issuance of a regular license.

Approved By:			
 Lisa Bush	06/06/2024		
Licensing Consultant	Date		