



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 26, 2022

Renee Linscott
Future Steps, LLC
11260 8th Ave.
Grand Rapids, MI 49534

RE: License #: DC700305351
Investigation #: 2022D1078011
Future Steps

Dear Ms. Linscott:

I conducted a special investigation because the child care licensing division received a complaint against your facility that related to licensing rules or law. The allegations were related to the following:

R400.8188(4) Sleeping, resting, and supervision
R400.8188(5) Sleeping, resting, and supervision

The details of the allegations are in the attached report. To investigate the allegations:

- I interviewed: the person who made the complaint, program director, licensee, child care staff member, parents,.
- I completed on-site inspections on the following dates: 03/08/2022.

As a result of this investigation, I found the following violation(s):

R400.8188(4) Sleeping, resting, and supervision
R400.8188(5) Sleeping, resting, and supervision
R400.8110 Applicant; licensee; licensee; requirements
R400.8143 Children's Records
R400.8330 Food services and nutrition generally

I recommend no change to the current license status.

Due to the violations, you must send us a corrective action plan by 05/17/2022. You can use our [corrective action plan](#) form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. 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.

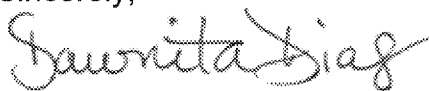
Due to the infant safe sleep violation(s), all of your infant child care staff members must take training on infant safe sleep. In addition, a follow up inspection may be made to check compliance with the infant safe sleep rules.

During this special investigation:	Yes	No
A rule or law violation was found and a serious injury or death occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
A rule or law violation was found and abuse and/or neglect of a child occurred.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

This report and any related corrective action plans must be filed in your licensing notebook. This report and any related corrective action plans will be online for parents to review under the [Statewide Search for Licensed Child Care Centers and Homes](#).

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please contact the local office at (517) 284-9730.

Sincerely,



Dawnita M. Diaz, Licensing Consultant
 Child Care Licensing Bureau
 611 W. Ottawa St.
 P.O. Box 30664
 Lansing, MI 48909
 (616) 402-9376

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
SPECIAL INVESTIGATION REPORT**

I. IDENTIFYING INFORMATION

License #:	DC700305351
Investigation #:	2022D1078011
Complaint Receipt Date:	03/04/2022
Investigation Initiation Date:	03/08/2022
Report Due Date:	05/03/2022
Licensee Name:	Future Steps, LLC
Licensee Address:	11260 8th Ave. Grand Rapids, MI 49534
Licensee Telephone #:	(616) 735-2066
Administrator:	Renee Linscott, Licensee/Designee
Licensee Designee:	Renee Linscott, Licensee/Designee
Name of Facility:	Future Steps
Facility Address:	11260 8th Ave. Grand Rapids, MI 49534
Facility Telephone #:	(616) 735-2066
Original Issuance Date:	10/18/2010
License Status:	REGULAR
Effective Date:	04/02/2020
Expiration Date:	04/01/2022
Capacity:	54
Program Type:	CHILD CARE CENTER

II. ALLEGATION(S)

	Violation Established?
Child A, female 3 months, was found sleeping on her stomach.	Yes
Additional Findings	Yes

III. METHODOLOGY

03/04/2022	Special Investigation Intake 2022D1078011
03/07/2022	Contact - Telephone call made Left message for Child A's Mother
03/08/2022	Special Investigation Initiated - On Site approx. 11:40am-12:16pm met with Jean Peavy, program director
03/08/2022	Contact - Telephone call made Left message for Lillian Linscott, child care staff member
03/08/2022	Contact - Document Received Emails received from Renee Linscott, licensee,
03/08/2022	Contact - Document Sent Email to Renee Linscott re: SI,
03/10/2022	Contact - Telephone call made Spoke with Lillian Linscott re: allegations
03/15/2022	Contact - Telephone call received Message from Child A's Mother
03/15/2022	Contact - Telephone call made Left message for Child A's Mother
04/01/2022	Contact - Telephone call made Spoke with Child A's Mother and Father re: allegations
04/14/2022	Exit Conference Spoke with Renee Linscott, licensee, re: investigation
04/14/2022	Contact - Telephone call made Left message Jean Peavy, program director re: investigation
04/14/2022	Inspection Completed-BCAL Sub. Compliance

04/14/2022	Corrective Action Plan Requested and Due on 05/09/2022
04/18/2022	Contact- Telephone call made Spoke with Jean Peavy re: investigation and findings

ALLEGATION: Child A, female age 3 months, was found sleeping on her stomach.

INVESTIGATION:

On 03/07/2022 I left a message with Child A's Mother requesting contact with her for the purpose of discussing these reported allegations.

On 03/08/2022 I conducted an unannounced on-site inspection to the child care facility. I met with Jean Peavy, program director. I explained the allegations to her. She was aware of them as she had spoken with Child A's Father about his concern that on 03/03/2022 when he arrived to pick up Child A, female age 3 months, he found her sleeping on her stomach. Ms. Peavy said she was not present in the center when this happened. He explained he did not feel his child was safe and they would not be returning to the center. Ms. Peavy said Lillian Linscott was the child care staff member caring for Child A and she had placed her to sleep on her stomach. She said she spoke with Lillian Linscott and she knew Child A was sleeping on her stomach and did not move her to her back to sleep. I viewed Lillian Linscott's employee file and she had been trained on safe sleep.

On 03/08/2022 I left a telephone message with Lillian Linscott requesting contact with her for the purpose of discussing the reported allegations.

On 03/10/2022 I spoke with Lillian Linscott by telephone. She explained she did not place Child A down to sleep on her stomach. She said she was on break and when she returned Child A was asleep in her crib on her stomach. She thought she could leave her on her stomach and did not move her. When Child A's Father came to pick up Child A she was still asleep on her stomach.

On 04/01/2022 I spoke with Child A's Mother and Father by telephone. Child A's Father said on 03/03/2022 he arrived at the center to pick up Child A and she was "face down on her stomach." He said he spoke with the director and was told "Lilly" was the one who was supposed to watch her. Child A's Mother said Child A is "not mobile", she does not transition from her stomach to her back. They were concerned as this was not the first time they found Child A in this position in her crib while in care at the center.

On 04/14/2022 I spoke with Renee Linscott, licensee, by telephone for an exit conference. She said Jean Peavy told her she placed Child A in her crib on her stomach. Ms. Linscott stated she was not sure of the reason Ms. Peavy told me

Lillian Linscott was the one to do so. I discussed with Renee Linscott the concern with Jean Peavy and her lack of truthfulness in the investigation as well as her deliberate violation of safe sleep rules.

On 04/18/2022 I spoke with Jean Peavy by telephone. I asked about the deliberate misinformation she provided to me about who was responsible for placing Child A to sleep on her stomach. She admitted she was the one to lie her down on her stomach in her crib, "as she was fussy and wanted her to go to sleep." She went on to explain that she told Rita Dean, child care staff member, to watch her, however, she knew she placed Child A in her crib with the intent for her to sleep. I provided technical assistance on the rule, and she acknowledged that she understood safe sleep and licensing rules however she just did not act accordingly.

APPLICABLE RULE	
R 400.8188	Sleeping, resting, and supervision.
	(4) Infants shall be placed on their backs for resting and sleeping.
ANALYSIS:	Jean Peavy, program director, placed Child A to sleep in her crib on her stomach. Child care staff members Lillian Linscott and Rita Dean were also in the classroom and saw Child A sleeping on her stomach and did not move her to her back.
CONCLUSION:	VIOLATION ESTABLISHED

APPLICABLE RULE	
R 400.8188	Sleeping, resting, and supervision.
	(5) Infants unable to roll from their stomachs to their backs and from their backs to their stomachs shall be placed on their backs when found face down.
ANALYSIS:	Jean Peavy, program director, placed Child A to sleep in her crib on her stomach. Child care staff members Lillian Linscott and Rita Dean were also in the classroom and saw Child A sleeping on her stomach and did not move her to her back.
CONCLUSION:	VIOLATION ESTABLISHED

ADDITIONAL FINDINGS:

INVESTIGATION:

On 03/08/2022 at the time of the on-site inspection I requested to see the daily attendance for the child care staff members present on the day of the alleged incident as well as the attendance for children in care. Jean Peavy, program director, explained daily attendance is done by parents signing in on a paper form at the door. It is also kept on an electronic application for staff and children called Tad Poles, and the staff also use a time clock. Ms. Peavy stated the paper sign in and out system for children is the record that the center uses as their accurate documentation to meet the rule requirement for attendance. The paper daily attendance for children in care for 03/03/2022 was not available and staff time cards were not available on-site for the requested day. I viewed the child care staff member daily attendance for this week and it was not accurate between Tad Poles and the time cards. This was done as Ms. Peavy stated both systems are used for child care staff members and she directed me to both as part of this investigation. I provided technical assistance to her and Ms. Linscott, licensee, about maintaining one accurate form of daily attendance for staff and children.

APPLICABLE RULE	
R 400.8110	Applicant; licensee; licensee designee; requirements.
	(6) The licensee or licensee designee shall maintain accurate records detailing daily arrival and departure times for each child care staff member, child care aide, and volunteer.
ANALYSIS:	Renee Linscott, licensee, did not maintain accurate records for the arrival and departure times of each child care staff member.
CONCLUSION:	VIOLATION ESTABLISHED

APPLICABLE RULE	
R 400.8143	Children's records.
	(11) A center shall maintain an accurate record of daily attendance at the center that includes each child's first and last name and each child's arrival and departure time. Electronic records may be used. If electronic attendance records are used, then they must be available to the department at the time of an inspection. If the electronic attendance records are not available during an on-site inspection, then the center is in violation of this rule.

ANALYSIS:	Renee Linscott, licensee, did not have daily attendance for children in care available during an on-site inspection.
CONCLUSION:	VIOLATION ESTABLISHED

INVESTIGATION:

On 03/08/2022 during the on-site inspection I was in the infant/toddler classroom. I observed an older infant sitting alone at a table with a bottle placed in a commercial item called: "hands-free feeding bottle holder." This allows a bottle to be held in place for an infant/child to lean forward and feed themselves without holding the bottle. There is no human needed for this to be used. I provided extensive consultation to Ms. Linscott and Ms. Peavy about the developmental need for children to be held and interacted with while eating and the intent of the rule prohibiting bottle propping.

APPLICABLE RULE	
R 400.8330	Food services and nutrition generally.
	(20) Bottle propping is prohibited.
ANALYSIS:	Renee Linscott and Jean Peavy have provided staff with and allowed staff to use bottle propping in place of holding or interacting with older infants when using a bottle during feedings.
CONCLUSION:	VIOLATION ESTABLISHED

IV. RECOMMENDATION

Upon the receipt of an acceptable written plan of correction I recommend the status of the license remains unchanged.

Dawnita Diaz

04/18/2022

Dawnita M. Diaz
Licensing Consultant

Date

Approved By:

Katrice Sweet

04/26/2022

Katrice Sweet
Area Manager

Date