



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 20, 2022

Sarah Coffey  
213 Eastern Ave  
Allegan, MI 49010

RE: License #: DF030089215  
**Sarah Coffey**  
**213 Eastern Avenue**  
**Allegan, MI 49010**

Dear Ms. Coffey:

Attached is your renewal inspection report. You can find a copy of this renewal inspection report and any associated corrective action plans on our [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](#).

During the renewal inspection on 5/19/2022, I found 6 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

MCL 722.113g(2)	Licensing notebook.
R 400.1905(1)	Training.
R 400.1905(3)	Training.
R 400.1905(4)	Training.
R 400.1905(7)	Training.
R 400.1952(2)	Child transportation; parent permission; child information card; required when off-premises.

Due to the violations, you must send us a corrective action plan by 6/9/2022. 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.

Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

<b>During calendar year 2021:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

Please 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.

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook.

Sincerely,



Rebecca Wagster, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa Street  
 P.O. Box 30664  
 Lansing, MI 48909  
 (269) 615-6055

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CHILD CARE LICENSING BUREAU  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DF030089215
<b>Licensee Name:</b>	Sarah Coffey
<b>Licensee Address:</b>	213 Eastern Ave Allegan, MI 49010
<b>Licensee Telephone #:</b>	(616) 819-9013
<b>Licensee:</b>	Sarah Coffey
<b>Name of Facility:</b>	Sarah Coffey
<b>Facility Address:</b>	213 Eastern Avenue Allegan, MI 49010
<b>Facility Telephone #:</b>	(616) 819-9013
<b>Original Issuance Date:</b>	11/16/1999
<b>Capacity:</b>	6
<b>Age Range:</b>	Ages Birth Thru 17 years

## II. METHODS OF INSPECTION

Date of On-site Inspection(s):

05/19/2022

		No. of Records Reviewed
No. of children enrolled in care		5            5
No. of assistant caregivers employed		0            0
No. of child care children present at time of inspection		4
No. of other children present at time of inspection		0
No. of assistant caregivers present at time of inspection		0
Licensee present at time of inspection?		Yes
Persons Interviewed:	Licensee	<input checked="" type="checkbox"/>
	Assistant Caregivers	<input type="checkbox"/>

Approved child use space: The living room, dining room, kitchen and play room located on the main level of the home are approved for child care use.

Exiting information (including second floor and basement): The main level of the home has two remote exits.

Approved variances -  No  Yes Description:

Key Indicator Inspection: No

### Additional information:

- Pets? No  Yes  If yes, describe.  
The family has one cat and one dog.
- Hot tubs or spa pool? No  Yes  If yes, are there appropriate barriers?
- Swimming pool? No  Yes  If yes, describe pool and barriers.
- Other water hazards? No  Yes  If yes, describe.
- Fireplace or wood burning stove? No  Yes  If yes, describe.  
There is an electric fireplace located in the living room.
- Fireplace/wood burner in use during child care hours? No  Yes  If yes, describe barriers to protect children from burns.

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This renewal inspection involved a review of all applicable child care home 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 home's records, including staff records and children's records.

Staff records include background checks, medical clearance information, and training information. Children's records include child information cards and child in care statements/receipts.

During the inspection, the child care home was found to be in compliance with all applicable rules and statutes except for the following violations:

**MCL 722.113g      Licensing notebook.**

(2) The licensing notebook described in subsection (1) shall include the reports from all licensing inspections, renewal inspections, special investigations, and corrective action plans. The licensing notebook shall also include a summary sheet outlining the reports contained in the licensing notebook. The information in the licensing notebook shall be updated as provided by the department.

The licensing notebook did not include the 2021 or 2019 interim inspection reports.

**R 400.1905      Training.**

(1) A licensee shall complete not less than 10 clock hours of training each calendar year related to child development, program planning, and administrative management for a child care business, not including CPR, first aid, and infectious disease, including immunizations, training.

Licensee did not complete training in 2020 or 2021.

**R 400.1905      Training.**

(3) A licensee shall ensure that child care staff members and child care assistants, prior to caring for children, have training that includes information on all of the following:

(b) Recognition of and the reporting of child abuse and neglect.

(c) Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment.

Licensee did not complete required health and safety trainings.

**R400.1905            Training.**

(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics:

- (a) Child development.
- (b) Administration of medication.
- (c) Prevention of and response to emergencies due to food and allergic reactions.
- (d) Handling and storage of hazardous materials and the appropriate disposal of biocontaminants.
- (e) Precautions in transporting children.
- (f) Building and physical premises safety.
- (g) All hazards emergency preparedness and response planning.

Licensee did not complete required health and safety trainings.

**R 400.1905            Training.**

(7) CPR and first aid training certification must be maintained according to the expiration dates on the individual's certification cards.

Licensee's CPR and first aid certification expired on 1/4/2022.

**R 400.1952            Child transportation; parent permission; child information card; required when off-premises.**

(2) At the time of initial enrollment, a licensee shall obtain written permission from a child's parent for the child to go on field trips that do not involve a vehicle including, but not limited to, walking to a park or in the neighborhood.

Licensee did not obtain written parental permission prior to taking children on walks in the neighborhood.

#### IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan and a signed application, I recommend issuance of a regular license to this child care family home (capacity 1-6).



5/20/2022

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Rebecca Wagster  
Licensing Consultant

Date