



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 3, 2023

Michelle Timmer  
3582 Greenfield Lane  
Hamilton, MI 49419

RE: License #: DF030095967  
**Michelle Timmer Home Daycare**  
**3582 Greenfield Lane**  
**Hamilton, MI 49419**

Dear Ms. Timmer:

This letter is to advise you that the 03/02/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Renewal Licensing Study Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
R 400.1902(1)(e) Applicant; licensee; requirements.	Licensee did not complete required courses found in health and safety course 1.	Licensee will complete health and safety course 1.	3/12/2023
R 400.1905(9) Training.	Licensee did not complete 2020 or 2021 health and safety refresher course. Child care staff member did not complete the 2020, 2021 or 2022 health and safety refresher course.	Licensee and child care staff member will complete health and safety refresher courses.	3/12/2023
R 400.1907(1)(a) Child's records.	Child information cards could not be located for two enrolled children.	Licensee will locate or complete new child information cards.	3/9/2023

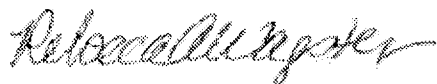
R 400.1907(1)(b) Child's records	Child in care statement/receipt could not be found for one enrolled child.	Licensee will locate or complete new child in care statement/receipt.	3/9/2023
R 400.1952(1)(b) Child transportation; parent permission; child information card; required when off-premises.	Licensee did not obtain written parental permission prior to routinely transporting children.	Licensee will obtain written parental permission for routine transportation.	3/9/2023

It is expected that the corrective action plan will be implemented within the time frames as outlined in your plan.

A follow-up evaluation may be made to verify compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (517) 284-9730.

Sincerely,



Rebecca Wagster, Licensing Consultant  
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(269) 615-6055