



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:

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 3/2/2023, I found 5 violation(s) listed below and explained in the attached report:

- R 400.1902(1)(e) Applicant; licensee; requirements.
- R 400.1905(9) Training.
- R 400.1907(1)(a) Child's records.
- R 400.1907(1)(b) Child's records.
- R 400.1952(1)(b) Child transportation; parent permission; child information card; required when off-premises.

You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

<b>During calendar year 2022:</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,

A handwritten signature in black ink that reads "Rebecca Wagster". The signature is written in a cursive style with a large initial 'R' and a long, sweeping underline.

Rebecca Wagster, Licensing Consultant  
Bureau of Community and Health Systems  
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>	DF030095967
<b>Licensee Name:</b>	Michelle Timmer
<b>Licensee Address:</b>	3582 Greenfield Lane Hamilton, MI 49419
<b>Licensee Telephone #:</b>	(269) 751-8513
<b>Licensee:</b>	Michelle Timmer
<b>Name of Facility:</b>	Michelle Timmer Home Daycare
<b>Facility Address:</b>	3582 Greenfield Lane Hamilton, MI 49419
<b>Facility Telephone #:</b>	(269) 751-8513
<b>Original Issuance Date:</b>	03/15/2001
<b>Capacity:</b>	7
<b>Age Range:</b>	Ages Birth Thru 14 years

## II. METHODS OF INSPECTION

Date of On-site Inspection(s): 03/02/2023

		No. of Records Reviewed
No. of children enrolled in care	12	12
No. of assistant caregivers employed	1	1
No. of child care children present at time of inspection	3	
No. of other children present at time of inspection	0	
No. of assistant caregivers present at time of inspection	1	
Licensee present at time of inspection?	Yes	
Persons Interviewed:	Licensee	<input checked="" type="checkbox"/>
	Assistant Caregivers	<input checked="" type="checkbox"/>

Approved child use space: The kitchen, dining area, living room and two bedrooms located on the main level of the home and the large playroom and one bedroom located in the basement are approved for child care use.

Exiting information (including second floor and basement): The main level of the home has three remote exits. The basement has two remote exits that include a door that leads directly to the backyard and stairs that lead to the main level of the home.

Approved variances -  No  Yes Description: Capacity/Ratio

Key Indicator Inspection: No

### Additional information:

- Pets? No  Yes  If yes, describe.
- Hot tubs or spa pool? No  Yes  If yes, are there appropriate barriers?
- Swimming pool? No  Yes  If yes, describe pool and barriers.  
The pool located in the outdoor play area is surrounded by 4 ft. fencing.
- Other water hazards? No  Yes  If yes, describe.
- Fireplace or wood burning stove? No  Yes  If yes, describe.
- 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:

**R 400.1902            Applicant; licensee; requirements.**

- (1) An applicant shall meet all of the following provisions:
  - (e) Have documentation of completed training in both of the following:
    - (i) Recognition and reporting of child abuse and neglect.
    - (ii) Prevention and control of infectious disease, including immunizations.

Licensee did not complete these required courses found in health and safety course 1.

**R 400.1905            Training.**

- (9) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 months of the notice.

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.

**R 400.1907            Child's records.**

- (1) Prior to a child's initial attendance, a licensee shall obtain the following documents:
  - (a) A completed child information card on a form provided by the department or a comparable substitute approved by the department.

Child information cards could not be located for two enrolled children.

**R 400.1907            Child's records.**

(1) Prior to a child's initial attendance, a licensee shall obtain the following documents:

(b) A child in care statement or receipt using a form provided by the department and signed by the parent certifying all of the following:

(i) Receipt of a written disciplinary policy.

(ii) Condition of the child's health.

(iii) Acknowledgement that the parent has been offered either a copy of the licensing rules for a child care home or has been given the website for an electronic copy of these rules.

(iv) Agreement as to who will provide food for the child.

(v) Acknowledgement that firearms are on the premises, if applicable.

(vi) If the child care home was built prior to 1978, then the licensee shall inform the parents of each child in care and all personnel of the potential presence of lead-based paint or lead dust hazards, unless the licensee maintains documentation from a lead testing professional that the home is lead safe.

Child in care statement/receipt could not be found for one enrolled child.

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

(1) A licensee shall obtain and keep on file written permission from a child's parent before a child is transported in a vehicle. Written permission must be obtained for both of the following:

(b) Nonroutine transportation, before each trip.

Licensee did not obtain written parental permission prior to routinely transporting children.

A corrective action plan was requested and approved on 03/02/2023. It is expected that the corrective action plan be implemented within the specified time frames as outlined in the approved 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.

**IV. RECOMMENDATION**

recommend issuance of a regular license to this child care family home.



3/3/2023

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Rebecca Wagster  
Licensing Consultant

Date