



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

MARLON I. BROWN, DPA  
ACTING DIRECTOR

August 7, 2023

Sharon Dordon  
3072 Grandview Drive  
Allegan, MI 49010

RE: License #: **DF030274034**  
**Sharon's Day Care**  
**3072 Grandview Drive**  
**Allegan, MI 49010**

Dear Sharon Dordon:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 07/19/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

The violations that were found are:

**R 400.1903 Licensee Responsibilities.**

(1) A licensee shall be responsible for all of the following provisions:

(h) The report required in subdivision (g) of this subrule shall be made using the department's form named Notification of Changes in Status - Family and Group Child Care Homes, which is labeled BCAL-1485.

Licensee did not notify the department of the change in household composition by submitting the Notification Changed in Status form within 3 days.

**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 the 2020 or 2021 health and safety refresher courses.

**R 400.1925                      Comprehensive background check; fingerprinting.**

(1) Pursuant to section 5n of the act, MCL 722.115n, prior to an individual having any unsupervised contact with children, the department shall determine the individual's eligibility to be any of the following:

- (b) An adult member of the household.
- (d) An unsupervised volunteer.

Adult household member/volunteer had unsupervised contact with children in care prior to the department determining the individual's eligibility.

Due to the violations, you must send us a corrective action plan by 8/26/2023. 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, there will be no change to your license status.

<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.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

You can find a copy of this inspection letter and any associated corrective action plans on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of when inspection letters are completed can be found under [Overview of Licensing Reports](#).

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  
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