



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

January 2, 2023

Marcia Trigg
19 South Mckinley St
Battle Creek, MI 49017

RE: License #: DF130363928
Marcia Trigg
19 South Mckinley St
Battle Creek, MI 49017

Dear Ms. Trigg:

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

During the renewal inspection on 12/28/2022, I found 4 violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

Due to the violations, you must send us a corrective action plan by 1/23/2023. 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, a regular license will be issued. You will receive it in the mail.

During calendar year 2021:	Total
Number of serious injuries that occurred in facility.	0
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

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,



Beth Goding, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa
P.O Box 30664
Lansing, MI 48909
(269) 615-5489

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DF130363928
Licensee Name:	Marcia Trigg
Licensee Address:	19 South Mckinley St Battle Creek, MI 49017
Licensee Telephone #:	(616) 963-8799
Licensee:	N/A
Name of Facility:	Marcia Trigg
Facility Address:	19 South Mckinley St Battle Creek, MI 49017
Facility Telephone #:	(269) 209-5538
Original Issuance Date:	12/03/2014
Capacity:	4
Age Range:	Ages Birth Thru 12 years

II. METHODS OF INSPECTION

Date of On-site Inspection(s): 12/28/2022

		No. of Records Reviewed
No. of children enrolled in care	7	7
No. of assistant caregivers employed	1	1
No. of child care children present at time of inspection	0	
No. of other children present at time of inspection	4	
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 living room, play room, kitchen on the main floor are approved for care. The upper floor and basement are not approved.

Exiting information (including second floor and basement): There are 3 door exits on the main floor. The upper floor and basement are not approved.

Approved variances - No Yes Description:

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.
- 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 400.1906	Records of a licensee; child care staff member; child care assistant.
	(1) A licensee shall maintain a file for each child care staff member and each child care assistant that includes all of the following: (f) A completed and signed Michigan Child Care Background Check Consent and Disclosure form as required in R 400.1925.
The licensee and assistant caregiver do not have consent and disclosures on file for review.	
R 400.1906	Records of a licensee; child care staff member; child care assistant.
	(1) A licensee shall maintain a file for each child care staff member and each child care assistant that includes all of the following: (g) A written statement, signed and dated by the child care staff member or child care assistant at the time of hiring, indicating all of the following information: (i) The individual is aware that abuse and neglect of children is unlawful. (ii) The individual knows that he or she is mandated by law to report child abuse and neglect. (iii) The individual has received a copy of the licensee's discipline policy.
The assistant caregiver does not have the required signed statement on file.	
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.

The child information cards are missing required content such as date of admission, allergies/special needs, or employer/physician phone numbers and 2 children were on the same information card. All children must have their own individual cards completed.	
R 400.1907	Child's records.
	<p>(1) Prior to a child's initial attendance, a licensee shall obtain the following documents:</p> <p>(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:</p> <ul style="list-style-type: none"> (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.
The child in care statements were not fully completed.	

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license.



1/2/2023

Beth Goding
Licensing Consultant

Date