



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 24, 2022

Michelle Holecheck  
09210 Old U S 31 N  
Charlevoix, MI 49720

RE: License #: DF150251890  
**Michelle Holecheck**  
**09210 Old U S 31 N**  
**Charlevoix, MI 49720**

Dear Ms. Holecheck:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 03/24/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

During the inspection, I reviewed fire safety, sleep equipment, child-child care staff member interactions, tornado/fire drills, criminal background paperwork, diapering, and programming. There were five children present with Ms. Holecheck. Ms. Holecheck was compliant with capacity and ratio rules. While onsite, I observed snack time, an art activity, and free play. Ms. Holecheck was appropriately redirecting behavior with the children to enforce safety rules. She was observed being nurturing toward the children. Ms. Holecheck has a sufficient amount of developmentally appropriate equipment in the child care home.

Ms. Holecheck utilizes educational television programming to assist with learning in the child care home. Ms. Holecheck reads to the children, holds direct conversations with the children, and she reviews the alphabet to promote language development. Ms. Holecheck encourages creativity with the children by offering imaginative play toys and offering art and craft materials in the child care. To promote early mathematics, the children utilize puzzles, identify shapes, measure ingredients for baking, and she incorporates counting into the children's free play. To promote early science, Ms. Holecheck incorporates nature education when the children play outdoors, and she has them complete child appropriate science experiments. The children can access swings, a caterpillar tunnel, a play house, a sand box, a climber with a slide, and various outdoor toys in the outdoor play area to promote physical development.

The violations that were found are:

**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.

Ms. Holecheck did not ensure that all child information cards were entirely completed prior to a child's initial attendance. During the inspection, I reviewed eight child information cards. Out of the eight cards, eight were missing an admission's date, five cards were missing an employer name and number, three were missing information in the allergy/special needs/special instructions section, and two cards were missing a physician's name and number.

**REPEAT VIOLATION ESTABLISHED  
LSR DATED: 12/08/2017  
CORRECTIVE ACTION PLAN DATED: 12/08/2017**

**R 400.1942            Electrical service; maintenance.**

(2) All electrical outlets, including outlets on multiple outlet devices, accessible to children must have safety covers or be tamper resistant outlets.

Ms. Holecheck did not ensure that all electrical outlets accessible to children contained safety covers. During the inspection, I found two electrical outlets upstairs accessible to children containing no safety covers.

**REPEAT VIOLATION ESTABLISHED  
INTERIM DATED: 12/05/2018  
CORRECTIVE ACTION PLAN DATED: 12/04/2018**

**Technical Assistance and Consultation were provided on the following:**

- I provided guidance on the Child Care Background Check (CCBC) website.
- Morgan Holecheck needs to sign section two on the Consent and Disclosure form.
- There needs to be an infant and toddler plan included with the tornado and bomb threat emergency plans.

- I provided consultation on individual plans for children with chronic medical conditions including allergies.

On 03/24/2022, you gave us an acceptable written corrective action plan.

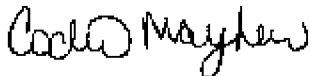
<b>During calendar year 2021:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

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,



Codie Mayhew, Licensing Consultant  
 Child Care Licensing Bureau  
 611 W. Ottawa Street  
 P.O. Box 30664  
 Lansing, MI 48909  
 (231) 342-5006 – Cell  
 (517) 284-9730- Main  
 (517)-763-0217- Fax  
 MayhewC@michigan.gov