



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 30, 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:

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 11/30/2022, I found 4 violation(s) listed below and explained in the attached report:

- R 400.1907(2) Child's records.**
- R 400.1931(2)(c) Food preparation and service.**
- R 400.1945(2)(e) Emergency; plan; drill.**
- R 400.1945(2)(i) Emergency; plan; drill.**

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

A handwritten signature in black ink that reads "Codie Mayhew". The signature is written in a cursive style with a large, stylized initial "C".

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

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DF150251890
Licensee Name:	Michelle Holecheck
Licensee Address:	09210 Old U S 31 N Charlevoix, MI 49720
Licensee Telephone #:	(231) 547-3976
Licensee:	N/A
Name of Facility:	Michelle Holecheck
Facility Address:	09210 Old U S 31 N Charlevoix, MI 49720
Facility Telephone #:	(231) 547-3976
Original Issuance Date:	10/07/2002
Capacity:	6
Age Range:	Ages Birth Thru 17 years

II. METHODS OF INSPECTION

Date of On-site Inspection(s): 11/30/2022

	No. of Records Reviewed
No. of children enrolled in care	5
No. of assistant caregivers employed	0
No. of child care children present at time of inspection	5
No. of other children present at time of inspection	0
No. of assistant caregivers present at time of inspection	0
Licensee present at time of inspection?	Yes
Persons Interviewed:	
Licensee	<input checked="" type="checkbox"/>
Assistant Caregivers	<input type="checkbox"/>

Approved child use space: The living room, dining room, kitchen, and laundry room on the main level and the living room on the upper level.

Exiting information (including second floor and basement): The front door and remotely located back door provide a direct, safe means of travel to the outside from the main level. There is a sliding glass door and another door which both lead to the outside in the back living room. The stairway to the main level provides a direct, safe means of travel to the outside from the upper level. A clearly labeled window on the upper level provides a secondary exit from the upper level.

Approved variances - No Yes Description:

Key Indicator Inspection: No

Additional information:

- Pets? No Yes If yes, describe.
There is one cat.
- 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, there were five children present with Ms. Holecheck. She was compliant with ratio requirements. While onsite, I observed free play, lunch, toileting/diapering, and nap time. Ms. Holecheck is a food program participant and transportation is a program component. Ms. Holecheck involves the children in various art projects with the most recent one having a fall theme. I observed children seeking out Ms. Holecheck for comfort. It was evident that the children are bonded and attached to her. Throughout the inspection, I observed Ms. Holecheck comforting children by holding, carrying, and hugging them. There was a sufficient amount of toys and equipment accessible to the children in the living room. The outdoor play area is located in the back of the home. It features a slide, a toddler climber with an attached slide, swings, and various other equipment. All elevated equipment was located over sand surfacing. There was an adequate amount of sand surfacing.

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 400.1907 Child's records.

(2) Records in subrule (1) of this rule must be reviewed and updated annually or when information changes.

Ms. Holecheck did not ensure that all child information cards and child in care statement forms were updated annually. During the inspection, I reviewed five cards and statements forms. Out of the five, three child information cards and child in care statement forms had not been updated in over a year. There was one child in care statement which did not have a date next to the parent signature.

R 400.1931 Food preparation and service.

(2) A licensee shall ensure that food is prepared, served, and stored in a safe and sanitary manner by meeting all of the following requirements:

(c) Children under 3 years of age shall not be served or allowed to eat foods that could easily cause choking including, but not limited to, popcorn and uncut round foods such as grapes, seeds, nuts, hard candy, and hot dogs.

Ms. Holecheck did not ensure to not serve foods to children under three years of age which could easily cause choking. During the inspection, I observed Ms. Holecheck serve uncut grapes and uncut chicken dogs to four children under the age of 3 years old.

R 400.1945 Emergency; plan; drill.

- (2) The written plan must include all of the following:
(e) A plan for contacting parents and reuniting families.

Ms. Holecheck did not ensure to include a plan for contacting parents and reuniting families in her tornado and natural disaster emergency plans.

R 400.1945 Emergency; plan; drill.

- (2) The written plan must include all of the following:
(i) A plan for how children with chronic medical conditions will be accommodated in all types of emergencies.

Ms. Holecheck did not ensure to have a plan for how children with chronic medical conditions will be accommodated in each type of emergency. During the inspection, there was a child with an allergy to oranges with no individualized plan on file.

Technical Assistance and Consultation were provided on the following:

- I provided guidance on the Child Care Background Check (CCBC) website.
- I provided guidance on ensuring child locks on cupboards engage and replacing the child locks when needed.
- I provided guidance on the infant and toddler emergency plans. Please ensure that you identify an infant and toddler plan for your tornado emergency plan and identify for each emergency that you will grab diapers, wipes, and bottles when relocating in an emergency.
- **R 400.1932(2)- Technical Assistance:** Please ensure diaper wipes marked 'keep out of reach of children' are not accessible to children.
- **R 400.1924(2)(a)- Technical Assistance:** Personnel share ensure that children wash their hands at all of the following times: (a) Before and after meals, snacks, or food preparation experiences.

- **MCL 722.113g-Technical Assistance-** Please complete the Licensing Summary Sheet.
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IV. RECOMMENDATION

I recommend the issuance of a regular license.



11/30/2022

Codie Mayhew
Licensing Consultant

Date