



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 30, 2023

Pamela Massie  
511 Chandler  
Flint, MI 48503

RE: License #: DF250401171  
**Pamela Massie**  
**511 Chandler**  
**Flint, MI 48503**

Dear Ms. Massie:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 03/29/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

I observed children engaged in napping, and free play. The children were happy and appeared bonded with caregiver.

The violations that were found are:

**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:

(b) Daily records detailing arrival times and departure times at the child care home.

Licensee is not keeping attendance for self.

**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.

Licensee did not have completed child information cards for all children. Of the child information cards she found, some were missing doctors name, or doctors' number.

**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.

Licensee did not have a child in care statement for all children enrolled in care. The form is outdated as well.

**R 400.1907            Child's records.**

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

Of the 4 records she found for child information cards and child in care statements, none are updated annually.

**R 400.1907            Child's records.**

(3) Dated daily attendance records of children in care must be maintained and include the child's first and last name and the time of arrival and departure. Electronic records may be used. If electronic records are used, they must be available to the department at the time of the inspection. If electronic attendance records are not available during an on-site inspection, the child care home is in violation of this rule.

Licensee is not keeping attendance for children in care.

**R 400.1916            Bedding and sleeping equipment.**

(8) Soft objects, bumper pads, stuffed toys, blankets, quilts or comforters, pillows, and other objects that could smother an infant must not be placed with, under, or within reach of a resting or sleeping infant.

Licensee had a 7-month-old infant lying face down in a pack-n-play. In the pack-n-play were numerous toys, pills, clothing items, bottle, and soft plushy items.

**R 400.1931            Food preparation and service.**

(13) Children shall not have beverage or food containers when they are in bed or when they are walking around or playing.

Licensee laid a 7-month-old infant down to sleep in a pack-n-play with a bottle, which was still in bed during inspection.

**R 400.1945            Emergency; plan; drill.**

(4) Fire drills must be practiced while children are in care at least once quarterly, and a written record that includes the date and time it takes to evacuate must be maintained.

Licensee did not complete any fire drills in 2022. She has not had any in 2023 as of inspection.

**R 400.1945                      Emergency; plan; drill.**

(5) At least 2 tornado drills must be practiced while children are in care between March and November, and a written record of these drills that includes the date must be maintained.

Licensee did not complete any tornado drills in 2022. She has not had any in 2023 as of inspection.

Violations were identified at the time of the inspection. You have provided an acceptable written corrective action plan.

Due to the infant safe sleep violation(s), all of your infant caregivers must take training on infant safe sleep. This must be included in your corrective action plan. In addition, a follow up inspection may be made to check compliance with the infant safe sleep rules.

The Department provides technical assistance to meet the licensing requirements and consultation to improve services.

**Technical Assistance and Consultation:**

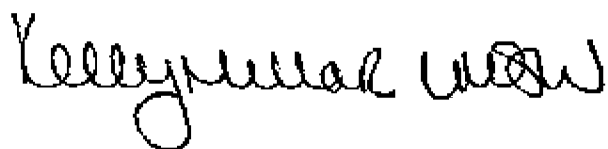
Licensee will ensure all postings are updated and posted in the center, including, emergency procedures, recall notice, no smoking no vaping.

R400.1944(1) Licensee will ensure all children who are napping or sleeping are doing so in a room with a smoke detector.

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,



Kelly Millar, LMSW, Licensing Consultant  
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