



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

August 7, 2023

Melanie Cook
3663 Wemple Rd
Traverse City, MI 49686

RE: License #: DF280376038
Melanie Cook
3663 Wemple Rd
Traverse City, MI 49686

Dear Ms. Cook:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 08/07/2023. 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 interim inspection, I observed outdoor playtime and child arrival. Ms. Cook supervised outdoor play and used positive guidance techniques with children throughout the inspection period.

The violations that were found are:

R 400.1932 Home maintenance and safety.

(3) All steps, stairs, porches, and elevated structures to which children in care have access must be protected to prevent falls, and must be free of ice and snow accumulation.

Ms. Cook did not ensure that all child-accessible stairs were protected to prevent falls. Stairs leading from the deck to the backyard were not gated to prevent children from gaining access to them.

Technical Assistance and Consultation were provided on the following:

- We reviewed rules related to medication permission forms and prescription medication labeling when children have a chronic medical condition.
- An example of an emergency care plan for children with chronic medical conditions was provided during the inspection.
- New Child in Care Statements were provided. Note that children's names must be added to Section 2 of the form where indicated.

On 8/7/2023, you gave us an acceptable written corrective action plan.

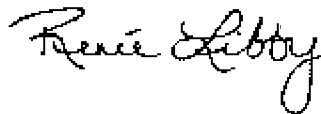
During calendar year 2022:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

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 [Click or tap here to enter phone number.](#)

Per MCL 722.113g, this report and any related corrective action plans must be filed in your Licensing Notebook, if applicable.

Sincerely,



Renee Libby, Licensing Consultant
Child Care Licensing Bureau
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Lansing, MI 48909
(231) 357-3087