



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

March 16, 2021

Donna Houts  
421 Pleasant Street  
Ionia, MI 48846

RE: License #: DF340310811  
**Houts, Donna**  
**421 Pleasant Street**  
**Ionia, MI 48846**

Dear Ms. Houts:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 03/16/2021. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

The violations that were found are:

**R 400.1907**      **Child's records.**

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

Two of seven Child Information Cards and one of six Child in Care Statements reviewed were expired/not updated annually.

**REPEAT VIOLATION ESTABLISHED**  
**LSR Dated 01/27/2020**  
**Corrective Action Plan Dated 01/27/2020**

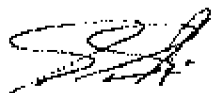
On 3/16/2021, you gave us an acceptable written corrective action plan.

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 (616) 356-0183.

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, appearing to read 'S. Shankin', with a stylized flourish at the end.

Sean Shankin, Licensing Consultant  
Bureau of Community and Health Systems  
427 East Alcott  
Kalamazoo, MI 49001