



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

February 4, 2022

Donna Houts
421 Pleasant Street
Ionia, MI 48846

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

Dear Ms. Houts:

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 2/4/2022, I found 2 *violations*. The violations are listed below and explained in the attached report:
R 400.1906(1)(c)(i) Records of a licensee; child care staff member; child care assistant.
R 400.1945(1)(e) Emergency; plan; drill.

Due to the violations, you must send us a corrective action plan by 2/24/2022. You can use our [corrective action plan](#) form or create your own.

If you need help writing the corrective action plan, please contact me. If you do not send a corrective action plan, you may face disciplinary action. The corrective action plan must include the following:

- How compliance with each rule will be achieved.
- Who is directly responsible for implementing the corrective action for each violation.
- Specific time frames for each violation as to when the correction will be completed or implemented.
- How continuing compliance will be maintained once compliance is achieved.

- The signature of the responsible party and a date.

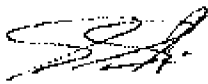
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

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 (616) 356-0183.

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

Sincerely,



Sean Shankin, Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503

enclosure

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

I. IDENTIFYING INFORMATION

License #:	DF340310811
Licensee Name:	Donna Houts
Licensee Address:	421 Pleasant Street Ionia, MI 48846
Licensee Telephone #:	(616) 755-0572
Licensee:	N/A
Name of Facility:	Houts, Donna
Facility Address:	421 Pleasant Street Ionia, MI 48846
Facility Telephone #:	(616) 755-0572
Original Issuance Date:	02/08/2011
Capacity:	6
Age Range:	Ages Birth Thru 13 years

II. METHODS OF INSPECTION

Date of On-site Inspection(s): 02/04/2022

	No. of Records Reviewed	
No. of children enrolled in care	2	2
No. of assistant caregivers employed	0	0
No. of child care children present at time of inspection	1	
No. of other children present at time of inspection	1	
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 main floor of the home, which includes the kitchen, dining room, living room, and den are approved for child care use space.

Exiting information (including second floor and basement): There are 3 door exits from the main floor of the home.

Approved variances - No Yes Description:

Key Indicator Inspection: No

Additional information:

- Pets? No Yes If yes, describe.
There are 2 cats and 1 dog in the home.
- 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.
There is a wood burning fireplace located in the living room of the home.
- 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, the child care home was found to be in compliance with all applicable rules and statutes except for the following violations:

R 400.1906	Records of a licensee; child care staff member; child care assistant.
	<p>(1) A licensee shall maintain a file for each child care staff member and each child care assistant that includes all of the following:</p> <p style="padding-left: 40px;">(c) A statement signed by a licensed physician or his or her designee that attests to the individual's mental and physical health., and which must be updated as follows:</p> <p style="padding-left: 80px;">(i) For an applicant or licensee, within 1 year before issuance of the initial license and at the time of subsequent renewals.</p>
<p>The licensee did not obtain a signed statement by a licensed physician or their designee attesting to their mental and physical health at the time of their renewal.</p>	
R 400.1945	Emergency; plan; drill.
	<p>1) An applicant or licensee shall have a written emergency response plan for the care of children that must be posted in a conspicuous location within the child care home.</p> <p>The plan must address the following types of emergencies:</p> <p style="padding-left: 40px;">(e) Crisis management including, but not limited to, all of the following:</p> <p style="padding-left: 80px;">(i) Intruders.</p> <p style="padding-left: 80px;">(ii) Active shooters.</p> <p style="padding-left: 80px;">(iii) Bomb threats.</p> <p style="padding-left: 80px;">(iv) Other man- or woman-caused events.</p>
<p>The licensee did not create a crisis management plan that includes but not limited to address intruders; active shooters; bomb threats; and other man or woman-caused events.</p>	

IV. RECOMMENDATION

Upon receipt of an acceptable corrective action plan, I recommend issuance of a regular license to this child care family home (capacity 1-6).



02/04/2022

Sean Shankin
Licensing Consultant

Date