



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 12, 2021

Michelle Asbury  
147 Melody Lane  
Spring Arbor, MI 49283

**RE: License #:** DF380285638  
Asbury, Michelle  
147 Melody Lane  
Spring Arbor, MI 49283

Dear Ms. Asbury:

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 May 7, 2021, I found nine violation(s) listed below and explained in the attached report: listed below and explained in the attached report:

- R400.1907(1)(a) Child's record.**
- R400.1932(2) Home maintenance and safety.**
- R400.1945(1)(e) Emergency; plan; drill.**
- R400.1945(2)(c) Emergency; plan; drill.**
- R400.1945(2)(d) Emergency; plan; drill.**
- R400.1945(2)(f) Emergency; plan; drill.**
- R400.1945(2)(g) Emergency; plan; drill.**
- R400.1945(2)(h) Emergency; plan; drill.**
- R400.1945(2)(i) Emergency; plan; drill.**

Due to the violations, you must send us a corrective action plan by June 2, 2021. 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.

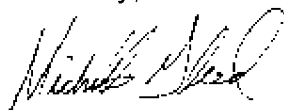
Upon receipt of an acceptable corrective action plan, a regular license will be issued. You will receive it in the mail.

<b>During calendar year 2020:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

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,



Michelle Gleed, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(517) 599-7404

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF COMMUNITY AND HEALTH SYSTEMS  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

**License #:** DF380285638

**Licensee Name:** Michelle Asbury

**Licensee Address:** 147 Melody Lane  
Spring Arbor, MI 49283

**Licensee Telephone #:**

**Licensee:** N/A

**Name of Facility:** Asbury, Michelle

**Facility Address:** 147 Melody Lane  
Spring Arbor, MI 49283

**Facility Telephone #:** (517) 750-4625

**Original Issuance Date:** 01/04/2007

**Capacity:** 6

**Age Range:** Ages Birth Thru 12 years

## II. METHODS OF INSPECTION

Date of On-site Inspection(s): 05/07/2021

	No. of Records Reviewed	
No. of children enrolled in care	5	5
No. of assistant caregivers employed	0	0
No. of child care children present at time of inspection	2	
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 main level living room, dining room, and kitchen are approved for child care use. The basement is approved for child care use.

Exiting information (including second floor and basement): The main level utilizes two remote doors for exiting. The basement utilizes the stairs leading to the main level and a window that meets the minimum size requirements with permanently affixed stairs leading to the window.

Approved variances -  No  Yes Description: There are no variances.

Key Indicator Inspection: This is not a key indicator inspection.

### Additional information:

- Pets? No  Yes  If yes, describe.  
There are two small dogs in the family 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 gas fireplace in the living room which is not used during child care hours.
- 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.

The following violations were found:

**R400.1907(1)(a) Child's record.**

(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.

There were three child information cards that did not have the "home phone" completed. There were two child information cards that did not have the "cell phone" completed. There was one child information card that did not have the "work telephone" completed. There was one child information card that did not have the "allergies, special needs, and special instructions completed.

**R400.1932(2) Home maintenance and safety.**

(2) All dangerous and hazardous materials or items must be stored securely and out of the reach of children.

There was a cupboard in the kitchen accessible to children with items such as cheese graters and a can opener. There was a propane tank sitting on the back porch of the home accessible to children.

**R400.1945(1)(e) Emergency; plan; drill.**

(1) The written plan must include all of the following types of emergencies:

(e) Crises management including, but not limited to, all of the following:

- (i) Intruders.
- (ii) Active shooters.
- (iii) Bomb threats.
- (iv) Other man- or woman-caused events.

There were no crises management emergency plans at the time of the inspection.

**R400.1945(2)(c) Emergency; plan; drill.**

(2) The written plan must include all of the following:

(c) A plan for shelter-in-place.

The emergency plans did not contain a plan for sheltering in place.

**R400.1945(2)(d) Emergency; plan; drill.**

(2) The written plan must include all of the following:

(d) A plan for lockdown.

The emergency plans did not contain a plan for lockdown.

**R400.1945(2)(f) Emergency; plan; drill.**

(2) The written plan must include all of the following:

(f) A plan for continuing operations during or after a disaster.

The emergency plans did not contain a plan for continuing operations during or after a disaster.

**R400.1945(2)(g) Emergency; plan; drill.**

(2) The written plan must include all of the following:

(g) A plan for how infants and toddlers will be accommodated in all types of emergencies.

The emergency plans did not contain a plan for how infants and toddlers will be accommodated.

**R400.1945(2)(h) Emergency; plan; drill.**

(2) The written plan must include all of the following:

(h) A plan for how children with special needs will be accommodated in all types of emergencies.

The emergency plans did not contain a plan for how children with special needs will be accommodated.

**R400.1945(2)(i) Emergency; plan; drill.**

(2) The written plan must include all of the following:

(i) A plan for how infants and children with chronic medical conditions will be accommodated in all types of emergencies.

The emergency plans did not contain a plan for how children with chronic medical conditions will be accommodated.

**The following was reviewed with Ms. Asbury:**

Effective May 27, 2010, the Child Care Organizations Act (1973 PA 116) requires licensees to maintain a licensing notebook which includes all licensing inspection and special investigation reports and related corrective action plans (CAP). The notebook must also include a summary sheet outlining all the reports and CAPs contained in the notebook.

**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).



May 12, 2021

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Michelle Gleed  
Licensing Consultant

Date