



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

November 9, 2021

Patty Johnston  
2920 Jack Pine Drive  
Jackson, MI 49201

**RE: License #:** DF380315545  
Scribbles & Giggles Family Daycare  
2920 Jack Pine Drive  
Jackson, MI 49201

Dear Ms. Johnston:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 11/09/2021. 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 inspection I observed naptime and a transition. Ms. Johnston reported she does not use a curriculum with the children. However, she does do science activities, crafts, works on letter recognition/phonics/writing, colors, and incorporates learning into their play.

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:

(g) A written statement, signed and dated by the child care staff member or child care assistant at the time of hiring, indicating all the following information:

(i) The individual is aware that abuse and neglect of children is unlawful.

(ii) The individual knows that he or she is mandated by law to report child abuse and neglect.

(iii) The individual has received a copy of the licensee's discipline policy.

There was one child care staff member that did not have a written and signed stating she understands abuse and neglect of children is unlawful, she is a mandated reporter of abuse and neglect, and she has received a copy of the discipline policy.

Due to the violations, you must send us a corrective action plan by 11/30/2021. 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, there will be no change to your license status.

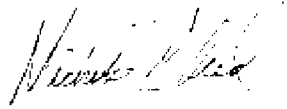
<b>During calendar year 2020:</b>	<b>Total</b>
Number of serious injuries that occurred in facility.	<b>0</b>
Number of deaths that occurred in the facility.	<b>0</b>
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	<b>0</b>

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 (517) 284-9730.

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

Kind regards,

A handwritten signature in black ink, appearing to read "Michelle Gleed". The signature is written in a cursive style with some loops and flourishes.

Michelle Gleed, Licensing Consultant  
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