



STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

GRETCHEN WHITMER
GOVERNOR

ORLENE HAWKS
DIRECTOR

April 1, 2021

Karen Potter
5077 Bancroft Ave.
Lowell, MI 49331

RE: License #: DF410271584
Potter Karen
5077 Bancroft Avenue
Lowell, MI 49331

Dear Ms. Potter:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 03/17/2021. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

Due to the violations, you must send us a corrective action plan by 4/21/2021. 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.

During calendar year 2020:	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 (616) 356-0183.

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

The violations that were found are:

R 400.1941 Heat-producing equipment.

(2) Combustible materials and equipment must not be stored within 4 feet of furnaces, other flame or heat-producing equipment, or fuel-fired water heaters.

A plastic shelving unit, cardboard boxes, and other plastic items are within 4 feet of the fuel – fired water heater and furnace.

Sincerely,



Stacia L. Thrower, Licensing Consultant
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 Unit 13, 7th Floor
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 Grand Rapids, MI 49503
 (616) 916-5504