



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 20, 2023

Teresa James
1119 Cass Ave.
Grand Rapids, MI 49507

RE: License #: DF410300975
Teresa James
1119 Cass Ave.
Grand Rapids, MI 49507

Dear Ms. James:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 04/20/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

During my on-site inspection there were four children in attendance. The children were engaged in free play. There was a variety of age-appropriate equipment and materials for the children to access. Ms. James joined the children in free play and supported the children's learning. I heard her use reminders and redirection as positive discipline strategies. The home, staff, and child records were organized and made readily available.

I provide technical assistance on the following rules:

- R 400.1907(1)(b) Child's record; ensuring parents documents consent for emergency medical treatment and immunizations on the Child in Care Statement/ Receipt (CCL-3900).

The violations that were found are:

R 400.1905(4)(a) Training.

(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics:

(a) Child development.

Child care assistant 1 has been employed since 2022. They did not complete training on child development within in 90 days of employment.

R 400.1905(4)(b) Training.

(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics:

(b) Administration of medication.

Child care assistant 1 has been employed since 2022. They did not complete training on administration of medication within in 90 days of employment.

R 400.1905(4)(c) Training.

(4) Within 90 days after receiving a child care license or of being hired at a child care home, a licensee, a child care staff member, and a child care assistant shall complete training on all of the following topics:

(c) Prevention of and response to emergencies due to food and allergic reactions.

Child care assistant 1 has been employed since 2022. They did not complete training on the prevention of and response to emergencies due to food and allergic reactions within in 90 days of employment.

R 400.1905(9) Training.

(9) When the department of licensing and regulatory affairs or the department of education publishes a notice that a new health and safety update document or a new health and safety update training activity has been published on MiRegistry, the licensee shall ensure that all personnel read and acknowledge the document or complete the activity within 6 months of the notice.

Child care staff member 1 did not complete the required health and safety update training for 2022. This training is titled: Michigan Ongoing Health and Safety Training Refresher 2021

Due to the violations, you must send us a corrective action plan by May 10, 2023. 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.

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.

Sincerely,



Jessica Miranda-Bevier, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(616) 498-5459