



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

April 20, 2023

Natashia Roberts
1841 Rosemont Ave. S.E.
Grand Rapids, MI 49506

RE: License #: DF410374872
Growing Step by Step Child Care
1841 Rosemont Ave. S.E.
Grand Rapids, MI 49506

Dear Ms. Roberts:

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 the home was clean and there were age-appropriate toys for the children to play with. The children were engaged in free play. Ms. Roberts interacted with the children in a positive and nurturing manner. She was providing appropriate care and supervision. She used reminders and redirection as positive discipline strategies. Ms. Roberts was in compliance with all the fHome and child records were made readily available for inspection.

I provided technical assistance and consultation 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).
- R 400.1907(1)(a) Child's record; ensuring all the required information is included on the Child Information Record (CCL-3731).

The violations that were found are:

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.

Ms. Roberts did not complete the required update training activity for 2022 found on MiRegistry. This training was titled Michigan Ongoing Health and Safety Training Refresher 2022.

I have provided a private link to Ms. Roberts for her to complete the training.

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,

A handwritten signature in black ink, appearing to read 'JMB', is positioned above the printed name.

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