



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

September 20, 2022

Melissa Baumbach  
8696 Carlisle SW  
Byron Center, MI 49315

RE: License #: DF410394990  
Melissa Baumbach  
8696 Carlisle SW  
Byron Center, MI 49315

Dear Mrs. Baumbach:

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 9/7/2022, I found 4 violation(s) listed below and explained in the attached report

1916(5) Bedding and sleeping equipment  
1918(2) Medication; administration; procedures  
1945(1)(2) Emergency; plan; drill.  
1952(2) Child transportation; parent permission; child information card..

You gave us an acceptable written corrective action plan. We will send you a regular license in the mail.

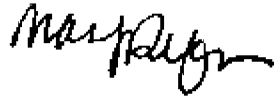
Due to the infant safe sleep violation(s), all of your infant caregivers must take training on infant safe sleep. This must be included in your corrective action plan. In addition, a follow up inspection may be made to check compliance with the infant safe sleep rules.

| <b>During calendar year 2021:</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 571-284-9730.

**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 "Mary Dufon". The signature is fluid and cursive, with the first name "Mary" and last name "Dufon" clearly distinguishable.

Mary Dufon, Licensing Consultant  
Bureau of Community and Health Systems  
Unit 13, 7th Floor  
350 Ottawa, N.W.  
Grand Rapids, MI 49503  
(616) 295-6530

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
CHILD CARE LICENSING BUREAU  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

|                                |                                            |
|--------------------------------|--------------------------------------------|
| <b>License #:</b>              | DF410394990                                |
| <b>Licensee Name:</b>          | Melissa Baumbach                           |
| <b>Licensee Address:</b>       | 8696 Carlisle SW<br>Byron Center, MI 49315 |
| <b>Licensee Telephone #:</b>   | (616) 583-1625                             |
| <b>Licensee:</b>               | N/A                                        |
| <b>Name of Facility:</b>       | Melissa Baumbach                           |
| <b>Facility Address:</b>       | 8696 Carlisle SW<br>Byron Center, MI 49315 |
| <b>Facility Telephone #:</b>   | (616) 723-2628                             |
| <b>Original Issuance Date:</b> | 09/06/2018                                 |
| <b>Capacity:</b>               | 6                                          |
| <b>Age Range:</b>              | Ages Birth Thru 17 years                   |

## II. METHODS OF INSPECTION

Date of On-site Inspection(s):

09/07/2022

|                                                           | No. of Records<br>Reviewed          |   |
|-----------------------------------------------------------|-------------------------------------|---|
| No. of children enrolled in care                          | 9                                   | 5 |
| No. of assistant caregivers employed                      | 0                                   | 0 |
| No. of child care children present at time of inspection  | 5                                   |   |
| 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 entire main level of the home is approved as child use space. On the lower level of the home the living room and two spare bedrooms are approved as child use space.

Exiting information (including second floor and basement): On the main level of the home the front and back doors provide exits and on the lower level of the home the back sliding door and the stairs leading to the main level of the home provide exits.

Approved variances - ☒ No ☐ Yes Description:

Key Indicator Inspection: No.

### Additional information:

- Pets? No ☐ Yes ☒ If yes, describe.  
One dog.
- 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.  
Just past the back yard there is a retainer ditch/run off from a creek, however it is not located on the property and the back yard is not approved as an outdoor play space for child care children. The front yard is used for outdoor play.
- Fireplace or wood burning stove? No ☐ Yes ☒ If yes, describe.  
Gas fireplace in the living room.
- 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.

During my on-site inspection I observed free play, arts and crafts activities, television usage and positive interactions between the provider and child care children. Technical assistance and consultation was provided regarding children's records and keeping a gate up around the bar area in the basement of the home when children are on that level of the home.

During the inspection, the child care home was found to be in compliance with all applicable rules and statutes except for the following violations:

**R 400.1916                      Bedding and sleeping equipment.**

(5) Play yard mattresses must be purchased from the manufacturer of the play yard and be manufactured after February 19, 2014. Play yards must meet the Consumer Product Safety Commission safety standards for play yards, 16 CFR part 1221 (2019). Licensees shall comply with this subrule by December 31, 2019. These standards are available at <http://www.cpsc.gov>. They are also available for inspection and distribution at the Michigan Department of Licensing and Regulatory Affairs, Bureau of Community and Health Systems, Child Care Licensing Division, 611 W Ottawa, Lansing, MI 48933-1070.

During my on-site inspection, the mattress of the pack and play was not strapped down.

**R 400.1918                      Medication; administration; procedures.**

(2) Medication, prescription or nonprescription, must be given or applied only with prior written permission from a parent.

Out of 5 child records that were reviewed, 2 files were missing parental permission slips.

**R 400.1945                      Emergency; plan; drill.**

(1) An applicant or licensee shall have a written emergency response plan for the care of children that must be posted in a conspicuous location within the child care home.

The plan must address the following types of emergencies:

(e) Crisis 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.

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

(a) A plan for evacuation.

(b) A plan for safely moving children to a relocation site.

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

(d) A plan for lockdown.

(e) A plan for contacting parents and reuniting families.

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

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

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

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

The newly required crisis management procedures were not completed.

**R 400.1952                      Child transportation; parent permission; child information card; required when off-premises.**

(2) At the time of initial enrollment, a licensee shall obtain written permission from a child's parent for the child to go on field trips that do not involve a vehicle including, but not limited to, walking to a park or in the neighborhood.

Out of 5 child records that were reviewed, 2 files were missing parental permission slips.

A corrective action plan was requested and approved on 09/07/2022. It is expected that the corrective action plan be implemented within the specified time frames as outlined in the approved plan. A follow-up evaluation may be made to verify

compliance. Should the corrections not be implemented in the specified time, it may be necessary to reevaluate the status of your license.

#### IV. RECOMMENDATION

I recommend issuance of a regular license to this child care home.



9/21/2022

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Mary Dufon  
Licensing Consultant

Date