



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

February 24, 2023

Michelle Dombeck  
43642 Vivian  
Sterling Heights, MI 48313

RE: License #: DF500280461  
2022D0929016  
RE: SI LOG #: **Michelle Dombeck**  
**43642 Vivian**  
**Sterling Heights, MI 48313**

Dear Ms. Dombeck:

This letter is to advise you that the 02/24/2023 corrective action plan you submitted, regarding each rule violation cited in the recently completed Special Investigation Report, is approved.

You can find a copy of this corrective action approval letter and the associated report on our [website](#) under [Statewide Search for Licensed Child Care Centers and Homes](#). A description of each type of report and corrective action plans can be found under [Overview of Licensing Reports](#).

Violation cited	Noncompliance observed	Plan to correct	Date to be completed
<b>R400.1904b (2) Child care assistant; requirements.</b>	Ms. Dombeck allowed MHM to act in the role of a child care assistant by providing care for children and failed to obtain the required fingerprint background clearance.	Ms. Dombeck will ensure in the future all child care staff members/assistants will have the required fingerprints prior to caring for children.	Immediately/ ongoing
<b>R400.1904b (4) Child care assistant; requirements.</b>	Ms. Dombeck allowed MHM to provide care to child care children at an off-site location without being supervised by the licensee.	Ms. Dombeck will ensure in the future all child care assistants are under her direct supervision at all times.	Immediately/ ongoing

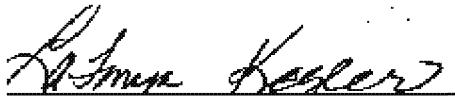
<b>R400.1904b (7) Child care assistant; requirements. R400.1905 (3c) Training.</b>	Ms. Dombeck allowed MHM to transport children alone in a vehicle to an off-site location to provide child care.	Ms. Dombeck will ensure in the future all child care assistants/minors will not transport child care children.	Immediately/ ongoing
<b>R400.1907 (1a) Child's record.</b>	There were four school-age children who Ms. Dombeck provided care for they did not have the required child information records on file.	Ms. Dombeck will ensure in the future all child records will be completed and kept on file as required for any child care children in her care.	Immediately/ ongoing
<b>R400.1907 (1b) Child's record.</b>	There were four school-age children who Ms. Dombeck provided care for they did not have the required child in care statements on file.	Ms. Dombeck will ensure in the future all child records will be completed and kept on file as required for any child care children in her care.	Immediately/ ongoing
<b>R400.1907 (3) Child's record.</b>	Ms. Dombeck had not taken daily attendance for the entire month of September of 2022 as required.	Ms. Dombeck will ensure she completes attendance on a daily basis upon arrival/departure of child care children.	Immediately/ ongoing
<b>R400.1908 (1) Capacity.</b>	Ms. Dombeck admitted that on September 9, 2022, she exceeded her approved capacity of seven children.	Ms. Dombeck will refrain from having children in her care beyond her approved capacity.	Immediately/ ongoing
<b>R400.1910 (1) (a) (b) (c) Ratio of personnel to children.</b>	Ms. Dombeck admitted that on September 9, 2022, she exceeded her approved ratio when she was caring for nine children without an approved child care staff member or child care assistant.	Ms. Dombeck will maintain the appropriate child care staff member to child ratios as required.	Immediately/ ongoing.

It is expected that the corrective action plan will be implemented within the time frames as outlined in your 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.

The office provides technical assistance to meet the licensing requirements and consultation to improve services. Please contact me with any questions. In the event that I am not available and you need to speak to someone immediately, you may contact the local office at (517) 284-9730.

Sincerely,

A handwritten signature in cursive script, appearing to read "LaTonya Kegler", written in black ink.

LaTonya Kegler, Licensing Consultant  
Child Care Licensing Bureau (CCLB)  
611 W Ottawa Street  
PO Box 30664  
Lansing, MI 48909-8164  
(586) 256-1280