



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 16, 2022

Susan Casas
31631 Couchez Street
St. Clair Shores, MI 48082

RE: License #: DF500383812
Susan's Childcare
31631 Couchez Street
St. Clair Shores, MI 48082

Dear Ms. Casas:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 11/07/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

The violations that were found are:

R 400.1905 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. Casas had not completed the Health and Safety training at the time of inspection. The training was required by June of 2022.

R 400.1945

Emergency; plan; drill.

(4) Fire drills must be practiced while children are in care at least once quarterly, and a written record that includes the date and time it takes to evacuate must be maintained.

At the time of inspection, Ms. Casas could not provide a fire drill log of documented practiced fire drills.

R 400.1945

Emergency; plan; drill.

(5) At least 2 tornado drills must be practiced while children are in care between March and November, and a written record of these drills that includes the date must be maintained.

At the time of inspection, Ms. Casas could not provide a tornado drill log of documented practiced tornado drills.

Due to the violations, you must send us a corrective action plan by 12/9/2022. 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.

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

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.

Sincerely,

A handwritten signature in black ink, appearing to read "J. DeMuynck". The signature is fluid and cursive, with the first name "J." and the last name "DeMuynck" clearly distinguishable.

Jennifer DeMuynck, Licensing Consultant
Child Care Licensing Bureau
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