



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 20, 2021

Hitchcock Jennifer and Hitchcock David  
6104 Millbrook Dr.  
Midland, MI 48640

RE: License #: DF560263842  
**Hitchcock Jennifer and Hitchcock David**  
**6104 Millbrook Drive**  
**Midland, MI 48640**

Dear Hitchcock Jennifer and Hitchcock David:

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 05/20/2021, I found 10 violation(s) listed below and explained in the attached report:

400.1905(3b) Training  
400.1905(3c) Training  
400.1905(4a) Training  
400.1905(4b) Training  
400.1905(4c) Training  
400.1905(4d) Training  
400.1905(4e) Training  
400.190 (4f) Training  
400.1905(4g) Training  
400.1945(2a-i) Emergency; plan; drill.

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

The children were engaged in free play. There was positive communication between the licensee and the children in care.

<b>During calendar year 2020:</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 989 798-4263.

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

Sincerely,



Gezelle Myers, Licensing Consultant  
 Bureau of Community and Health Systems  
 1509 Washington, Ste A  
 Midland, MI 48640  
 (989) 798-4263

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
BUREAU OF COMMUNITY AND HEALTH SYSTEMS  
RENEWAL INSPECTION REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DF560263842
<b>Licensee Name:</b>	Hitchcock Jennifer and Hitchcock David
<b>Licensee Address:</b>	6104 Millbrook Dr. Midland, MI 48640
<b>Licensee Telephone #:</b>	
<b>Licensee:</b>	N/A
<b>Name of Facility:</b>	Hitchcock Jennifer and Hitchcock David
<b>Facility Address:</b>	6104 Millbrook Drive Midland, MI 48640
<b>Facility Telephone #:</b>	(989) 832-3822
<b>Original Issuance Date:</b>	05/28/2004
<b>Capacity:</b>	6
<b>Age Range:</b>	Ages Birth Thru 12 years

## II. METHODS OF INSPECTION

Date of On-site Inspection(s): 05/20/2021

		No. of Records Reviewed
No. of children enrolled in care	9	9
No. of assistant caregivers employed	0	0
No. of child care children present at time of inspection	3	
No. of other children present at time of inspection	0	
No. of assistant caregivers present at time of inspection	1	
Licensee present at time of inspection?	Yes	
Persons Interviewed:		
Licensee	<input checked="" type="checkbox"/>	
Assistant Caregivers	<input type="checkbox"/>	

Approved child use space: main floor: bathroom. Basement, playroom  
Exiting information (including second floor and basement): On the main floor, there is an exit off of the foyer that leads to the front yard. There is another exit off of the kitchen that leads to the back yard. In the basement, the egress window is in the playroom. There is another exit up the stairs, to the left and past the foyer to the outside, which leads to the front yard.

Approved variances -  No  Yes Description:

Key Indicator Inspection: no.

### Additional information:

- Pets? No  Yes  If yes, describe.  
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.
- Fireplace or wood burning stove? No  Yes  If yes, describe.
- 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

### Language for Full Inspection

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

**R 400.1905 Training.**

**(3) A licensee shall ensure that child care staff members and child care assistants, prior to caring for children, have training that includes information on all of the following:**

**(b) Recognition of and the reporting of child abuse and neglect.**

Neither licensee completed training in recognition of and the reporting of child abuse and neglect.

**R 400.1905 Training.**

**(3) A licensee shall ensure that child care staff members and child care assistants, prior to caring for children, have training that includes information on all of the following:**

**(c) Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment.**

Neither licensee completed training in prevention of shaken baby syndrome, abusive head trauma and child maltreatment.

**R 400.1905 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.**

Neither licensee completed training in child development.

**R 400.1905 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.

Neither licensee completed training in administration of medication.

**R 400.1905 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.

Neither licensee had training in the prevention of and response to emergencies due to food and allergic reactions.

**R 400.1905 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:

(d) Handling and storage of hazardous materials and the appropriate disposal of bio-contaminants.

Neither licensee had training in handling and storage of hazardous materials and the appropriate disposal of bio-contaminants.

**R 400.1905 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:

(e) Precautions in transporting children.

Neither licensee had training in precautions in transporting children.

**R 400.1905 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:

(f) Building and physical premises safety.

Neither licensee had training in building and physical premises safety.

**R 400.1905 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:

(g) All hazards emergency preparedness and response planning.

Neither licensee had training in all hazards emergency preparedness and response planning.

**R 400.1945**

**Emergency; plan; drill.**

(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 written emergency procedures did not include a plan for evacuation, a plan for safely moving children to a relocation site, a plan for shelter in place, a plan for lockdown, a plan for contacting parents and reuniting families, a plan for continuing operations during or after a disaster, a plan for how infants and toddlers will be accommodated in all types of emergencies, a plan for how children with special needs will be accommodated in all types of emergencies, a plan for how children with chronic medical conditions will be accommodated in all types of emergencies.

A corrective action plan was requested and approved on 05/20/2021. 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 a renewal license for this child care home.**

*Gezelle Myers*

05/20/21

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Gezelle Myers  
Licensing Consultant

Date