



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

November 1, 2022

Mary McDade
2669 Sunnyknoll
Berkley, MI 48072

RE: License #: DF630049587
Mary McDade
2669 Sunnyknoll
Berkley, MI 48072

Dear Ms. McDade:

This letter is a follow-up to the Department's findings regarding the interim inspection conducted at your home on 11/01/2022. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

At the time of the on-site inspection, I provided Ms. McDade with technical assistance regarding the following Child Care Homes Licensing Rules:
R400.1923(2)(a)(d) Diapering and toilet learning.

The violations that were found are:

R 400.1907 Child's records.

(1) Prior to a child's initial attendance, a licensee shall obtain the following documents:

(b) A child in care statement or receipt using a form provided by the department and signed by the parent certifying all of the following:

- (i) Receipt of a written disciplinary policy.
- (ii) Condition of the child's health.
- (iii) Acknowledgement that the parent has been offered either a copy of the licensing rules for a child care home or has been given the website for an electronic copy of these rules.

(iv) Agreement as to who will provide food for the child.

(v) Acknowledgement that firearms are on the premises, if applicable.

(vi) If the child care home was built prior to 1978, then the licensee shall inform the parents of each child in care and all personnel of the potential presence of lead-based paint or lead dust hazards, unless the licensee maintains documentation from a lead testing professional that the home is lead safe.

Ms. McDade had not completed Section 3 on one of the two child in care statements on file.

R 400.1907 Child's records.

(2) Records in subrule (1) of this rule must be reviewed and updated annually or when information changes.

One of the two children's files card and statement had not been updated since 2020.

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.

Ms. Mc Dade's written emergency plan did not address these types of emergencies.

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.

Ms. McDade’s emergency plans did not include all of the required information.

On 11/01/2022, you gave us an acceptable written corrective action plan.

During calendar year 2021:	Total
Number of serious injuries that occurred in facility.	0
Number of deaths that occurred in the facility.	0
Number of substantiated cases of abuse and/or neglect of a child that occurred at the facility.	0

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 "Cheryl Amare". The signature is fluid and cursive, with the first name "Cheryl" being more prominent than the last name "Amare".

Cheryl Amare, Licensing Consultant
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