



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

September 8, 2023

Holly Houston
22610 Maple Court
Hazel Park, MI 48030

RE: License #: DF630325532
Holly Houston
22610 Maple Court
Hazel Park, MI 48030

Dear Ms. Houston:

This letter is a follow-up to the Department’s findings regarding the interim inspection conducted at your home on 09/06/2023. The purpose of this inspection was to determine compliance with applicable licensing statutes and administrative rules for Family and Group Child Care Homes.

During the onsite inspection, the children were engaged in free play that included playing with manipulative toys of choice. I observed Mrs. Houston soothing children throughout the visit and meeting the needs of the children promptly and in a caring and kind manner. I observed Mrs. Houston assisting toddlers with toileting, changing infant’s diapers, handwashing, and preparing lunch. I observed the children in care participating in lunch time. I observed the children in care, comfortably communicating their needs and wants with their child care provider.

The violations that were found are:

R 400.1904a	Child care staff member; requirements.
	(3) Within 90 days of hire, a child care assistant shall provide the licensee all of the following: (c) Proof of training in the prevention of infectious disease, including immunizations. Hours of training in the prevention of infectious disease from MiRegistry will be allowed to

	count for training hours to meet this requirement.
On 09/06/2023, Licensee Holly Houston stated that child care staff member, C.H. was hired January 2023. Child care staff member C.H., within 90 days of hire, had not taken training in the prevention of infectious disease, including immunizations.	
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: (a) Safe sleep practices to prevent sudden infant death syndrome.
On 09/06/2023, Licensee Holly Houston stated that child care staff member, C.H., was hired January 2023. Prior to caring for children, licensee did not ensure that child care staff member C.H. had completed training in safe sleep practices to prevent sudden infant death syndrome.	
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.
On 09/06/2023, Licensee Holly Houston stated that child care staff member, C.H., was hired January 2023. Prior to caring for children, licensee did not ensure that child care staff member C.H. had 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

	<p>caring for children, have training that includes information on all of the following:</p> <p>(c) Prevention of shaken baby syndrome, abusive head trauma, and child maltreatment.</p>
<p>On 09/06/2023, Licensee Holly Houston stated that child care staff member, C.H., was hired January 2023. Prior to caring for children, licensee did not ensure that child care staff member C.H. had completed training in prevention of shaken baby syndrome, abusive head trauma, and child maltreatment.</p>	
R 400.1905	Training.
	<p>(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:</p> <p>(a) Child development.</p>
<p>On 09/06/2023, Licensee Holly Houston stated that child care staff member, C.H., was hired January 2023. Within ninety days of being hired at a child care home, child care assistant, C.H., did not complete training in child development.</p>	
R 400.1905	Training.
	<p>(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:</p> <p>(b) Administration of medication.</p>
<p>On 09/06/2023, Licensee Holly Houston stated that child care staff member, C.H., was hired January 2023. Within ninety days of being hired at a child care home, child care assistant, C.H., did not complete training in administration of medication.</p>	
R 400.1905	Training.
	<p>(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:</p>

	(c) Prevention of and response to emergencies due to food and allergic reactions.
On 09/06/2023, Licensee Holly Houston stated that child care staff member, C.H., was hired January 2023. Within ninety days of being hired at a child care home, child care assistant, C.H., did not complete training in 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 biocontaminants.
On 09/06/2023, Licensee Holly Houston stated that child care staff member, C.H., was hired January 2023. Within ninety days of being hired at a child care home, child care assistant, C.H., did not complete training in handling and storage of hazardous materials and the appropriate disposal of biocontaminants.	
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.
On 09/06/2023, Licensee Holly Houston stated that child care staff member, C.H., was hired January 2023. Within ninety days of being hired at a child care home, child care assistant, C.H., did not complete 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

	<p>member, and a child care assistant shall complete training on all of the following topics:</p> <p>(g) All hazards emergency preparedness and response planning.</p>
<p>On 09/06/2023, Licensee Holly Houston stated that child care staff member, C.H., was hired January 2023. Within ninety days of being hired at a child care home, child care assistant, C.H., did not complete training in all hazards emergency preparedness and response planning.</p>	
<p>R 400.1906</p>	<p>Records of a licensee; child care staff member; child care assistant.</p>
	<p>(1) A licensee shall maintain a file for each child care staff member and each child care assistant that includes all of the following:</p> <p>(g) A written statement, signed and dated by the child care staff member or child care assistant at the time of hiring, indicating all of the following information:</p> <p>(i) The individual is aware that abuse and neglect of children is unlawful.</p> <p>(ii) The individual knows that he or she is mandated by law to report child abuse and neglect.</p> <p>(iii) The individual has received a copy of the licensee's discipline policy.</p>
<p>On 09/06/2023, during the onsite visit, licensee, Holly Houston, did not have evidence of a written statement, signed, and dated by child care staff member, C.H., (hired January 2023), stating that the individual is aware that abuse and neglect of children is unlawful, that he is mandated by law to report child abuse and neglect, and that they have received a copy of the licensee's discipline policy.</p>	

On 09/06/2023, you gave us an acceptable written corrective action plan.

During the exit conference, I provided technical assistance and consultation regarding the following:

- The current discipline policy states the use of time outs for “toddlers”. It was recommended updating the discipline policy to be developmentally age appropriate, restricting time outs for children over the age of three.

- Reviewing child information cards for completion of admission dates and annual dates.
- Reviewing child in care statements for completion of all sections and signatures.
- Signing up for Michigan Child Care Matters to gain access to resources.

During calendar year 2022:	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,



Renee' Erve, Licensing Consultant
 Child Care Licensing Bureau
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 Lansing, MI 48909
 (313)-391-0770